



**Minutes of Full Council of Holsworthy Town Council held in the Memorial Hall, Holsworthy**  
**On Wednesday 1<sup>st</sup> February 2023 at 7.00pm.**

**Present:** Cllr. H. Parker, Cllr. N. Kenneally, Cllr. D. De ste Croix, Cllr. H. Dentlinger, Cllr. E. Hosie  
Cllr. J. Hutchings, Cllr. L. Piper, Cllr. S. Preston, Cllr. P. Shepherd, Cllr. K. Stone  
Cllr. J. Tadman, Cllr. S Stroud

**In attendance:** Town Clerk (TC), Assistant to the Town Clerk (ATTC),  
DCC Cllr. James Morrish, TDC Cllr. David Jones,  
Amy Watts & Ben Watts

**5077. Apologies for absence**  
There were no apologies.

**5078. Declaration of Interest** - To receive declarations of personal and prejudicial interests in respect of items on this agenda.  
The Mayor asked Councillors to declare any relevant interests as they arose.

**The Chairman suspended Standing Orders.**

**5079. Public Question Time** - *To receive questions from the Public.*  
Holsworthy Town Councillors and Officers introduced themselves to the members of public attending the meeting. No questions were asked.

**5080. Police Report**  
No report – It was decided this Agenda Item is no longer required for further meetings.

**5081. County Councillor's Report.**  
Cllr Morrish introduced himself to the members of the public in attendance and explained that It has been quiet in County Hall. There is continued pressure to withdraw the Pension funds invested in some companies which environmentalists are opposed to but there are a variety of views. Currently because of the lack of funds DCC are prioritising A and B road maintenance repairs. Cllr Morrish would like other roads to be improved however, there is not enough money.  
Regarding the current use of the former link centres he has asked for an update several times but is yet to receive a response. Cllr. Morrish expressed his frustration that works in Holsworthy are outvoted along with many other rural areas and are being forgotten about.

**5082. District Councillor's Report**  
Cllr. Jones apologised that he had not been as active as he would have liked recently but he had been unwell. Torridge District Council's finances are tight and reserves are being repurposed. A working group has been set up to consider ways of improving the finances and is looking into increasing the costs for planning similar to North Devon Council levels to help the financial difficulties. It was voted that there will be no increases to Councillor allowances. In addition, TDC are evaluating their assets to decide which should be kept, improved or removed.  
Cllr Jones has not yet received any further updates in regard to the 2 planning applications the Town Council requested to be called in and will inform the Town Clerk when information is received. He reminded the Council that the deadline for TDC Councillor Grants is 1<sup>st</sup> March. Councillor Jones stated he will not be standing as a District Councillor in the elections in May but would encourage anyone interested to stand.

The Chairman returned to Standing Orders.

**5083. Council Meeting Minutes** – *To approve and sign the Minutes of the Council Meeting held on the January 2023*

**Councillor J. Tadman proposed that the Minutes of the Meeting held on the 11<sup>th</sup> January 2023 be approved. This was seconded by Councillor S. Stroud and agreed.  
( 11 For, 1 Abstention, 0 Against)**

**5084. Matters Arising** – *To consider matters arising from the Minutes of the 11<sup>th</sup> of January 2023 Meeting, not already covered by the Agenda. For information only.*  
There were none.

**5085. Mayor's Announcements** – *To receive a report from the Mayor*

The Mayor Councillor Parker & her Consort had attended Great Torrington's Burns Night Supper in January. They enjoyed the evening and Cllr. Parker was kindly asked to respond on behalf of the Lassies.

Councillor Parker and many other Councillors had recently attended a site meeting regarding the planning application 1/0822/2022/REMM Reserved matters application for appearance, landscaping, layout and scale for a proposal of 195 dwellings pursuant to outline planning permission 1/0700/2020/OUTM. Land At Grid Reference 233708 104437, Trewyn Road, Holsworthy, Devon. Part of the visit was to view the land that may be offered to the Council; however, the land was quite unsteady and muddy.

In March the Mayor Councillor Parker will be attending the Bideford Mayor's Charity Dinner alongside Ian and the Deputy Mayor Councillor Nigel Kenneally will be attending Bideford's Manor Court of which Cllr. Parker stated Cllr. Kenneally will hopefully enjoy the event in her place.

**5086. Account Due for Payment and Budget Review** – *to receive and approve the accounts due for payment*

The Town Clerk highlighted three payments in relation to the Council's property at Penroses Terrace including payment for the chimney to be swept, tap repairs and repairs to the boiler. The TC mentioned that the boiler is likely to need replacing soon. The TC also went through Christmas Switch-on expenditure and clarified that the Cherry picker was more expensive this year. The preparations and expenditure for the Coronation have begun. The tables and chairs have now been booked. Councillor Shepherd queried the expenditure for Shred-it. The TC expressed it was a one-off payment to clear out several bags of confidential paper. The Shred-it payments will return to a lower regular rate which ensures 2 large containers of paper waste is collected.

**Councillor P. Shepherd proposed that the accounts for payment be approved. This was seconded by Councillor L. Piper and agreed. (Unanimous)**

**5087. To Receive, and to Note, the Minutes of the following Committee Meetings:**

**A) Planning & Highways Committee**

**21<sup>st</sup> December 2022**

**25<sup>th</sup> January 2023**

**B) Parks Committee**

**25<sup>th</sup> January 2023**

*DCC Councillor James Morrish exited the meeting at 19:43*

**5088. To discuss and finalise the designs for the lamppost banners.**

Councillors discussed the current banner options and decided to remove the current photograph of the market from the options. Councillors agreed that the current style of the designs would be suitable for the banners but that additional photographs would be required including some relating to agriculture, the viaducts, events and key landmarks of





the town. The TC requested councillors send any photographs to the office in the correct format so that they could be sent to Jag signs to further progress with the project.

**5089. To give an update on the plans for the Kings Coronation Events, and if applicable authorise any expenditure.**

The TC updated Councillors on the current suggestions regarding the location and plan of events for the Coronation. A rough set of notes were provided to Councillors regarding the second Coronation Meeting. Those that attended the Coronation Working Group had decided they did not want a street party in Fore Street as this would be too similar to the Platinum Jubilee Street Party held the previous year. The TC expressed urgency is required to decide on a location for the King's Coronation as if necessary, a road closure request will need to be submitted as soon as possible. A discussion ensued including the use of the Manor Car Park for the Coronation Lunch and any other events.

**Councillor J. Tadman proposed that provisions are put in place to book the Memorial Hall, Square and Manor Car Park for the Coronation Events. This was seconded by Councillor S. Preston and agreed. (Unanimous)**

**5090. To give an update on the Multi Use Games Area project.**

The Council is waiting for TDC to respond with a provisional date for the meeting with the intention that the queries regarding ownership can be discussed at the meeting.

**5091. To discuss the Grounds Maintenance Contract**

The TC provided Councillors with the current ground maintenance specifications for Stanhope Park. This specification has also been forwarded to Torridge District Council (TDC) and Holsworthy Area Sports Pavilion (HASP) to ascertain if they would be interested in any new contract.

Suggestions included hiring an apprentice, working with HASP, contracting TDC or employing a new contractor. There were many pros and cons to discuss regarding the several options and Councillors discussed the benefits and the difficulties of each suggestion.

Cllr. Stroud agreed to look at any possible grants for equipment and further research will be completed before a final decision is made.

**5092. To discuss the future format of the Council's Newsletter.**

It was discussed that the Council's Bi-yearly Newsletter will be stopped, and an annual broadsheet will be produced in its place to reduce the costs. This will be accessible online as well as copies placed in local businesses to enable residents to be able to access them.

**5093. To discuss the election process for the Town Council elections to be held on Thursday 4<sup>th</sup> May 2023.**

The TC provided Councillors with an information pack with their paperwork for the election process. The TC explained everything Councillors would need to think about and the ATTC was tasked with creating a poster advertising that ID is required for voting.

*Amy Watts & Ben Watts exited the meeting at 20:27*

**5094. To Receive External Committee Updates**

No external Committee Updates received.

**5095. To Receive Correspondence**

A letter has been received from a member of public in regard to the size of the Market. This will be addressed at the Market's Meeting. The TC asked Councillors a preferred time for the Markets Committee Meeting to take place due to the importance of the subjects due to be discussed. The Markets Committee Meeting will take place next Wednesday at 5.30pm to enable a larger number of Councillors to attend.

Councillor Hutchings stated that all meetings are on a Wednesday which can be difficult for all Councillors to attend.

*Councillor K. Stone exited the meeting at 20:55*

**5096. Town Clerk's Report**

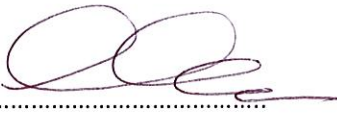
The Town Clerk had no additional information to report back to the Council.

**5097. Exchange of information**

There was no additional information to exchange between the Councillors.

**5098. Close**

Councillor H. Parker closed the meeting at 20:57

Signed 

Dated 01-03-23