



Minutes of the Full Council of Holsworthy Town Council
held in the Holsworthy Scout and Guide Hq, Well Park, Holsworthy, EX22 6DH
on Wednesday 17th July 2024 commencing at 7:00pm

Present: Councillors; N. Kenneally, D. De ste Croix, P. Brown, D. Cole, J. Hutchings,
H. Parker, S. Preston, P. Shepherd, K. Stone.

In attendance: Town Clerk (TC), Assistant to the Town Clerk (ATTC),
Jeremy Tadman, Holsworthy 44: Ian Edwards, Jaqi Edwards & Ria Zoltan

5465. Apologies for absence
Councillor W. Dentlinger.

5466. 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.
Lyndon Piper declared an
Another cllr declared interest!!

The Chairman suspended Standing Orders.

5467. Public Question Time - *To receive questions from the Public.*
No members of public were in attendance.

5468. Presentation by Holsworthy 44'
Ria Zoltan entered the meeting at 19:03

- Getting involved with the school.
- Will have a display with a tablecloth to be signed by everyone and later embroidered.
- There are blue plaques which will be part of a trail around Holsworthy with short facts on them about the location they are placed in.
- We are also intending to continue involvement in Holsworthy and support veterans and aim to create a veterans hub in Holsworthy – working with Healthcare.
- Possibly create a boxing club.
- Would like more volunteers for the event.

Councillor P. Shepherd congratulated Holsworthy 44 for how much they's put into the event. And Holsworthy 44 will be signing the license in the office tomorrow, Thursday 18th July 2024.

5469. Presentation by Baker Estates regarding Residential Development at Dobles Lane.
Bakers Estates were unavailable and sent their apologies.

5470. County Councillor's Report
The County Councillor did not sent apologies or a report. Councillor N. Kenneally

5471. District Councillor's Report

District Councillor Shepherd's Report 17/7/24

Full Council 15/7/24: a fairly routine meeting voting on whether to accept reports carried out by officers. The only bit of controversy was the report on the Corporate Peer Challenge (CPC) where outside members and officers come to TDC for 3 days and give a report on how Torridge is doing. It was suggested by some members that the report was not as rosy as the officers have made out, sighting lack of communication and HR discrepancies as a source of concern and more info was required. However, the report was accepted.

St. Peter's fair came and went, I want to thank all involved. I will say that Sean Kearney and the team at Torridge did all they could to facilitate Rowland's fun fair coming to town. So much so, a dedicated team member was on hand to walk them through the application process. We will see what happens next year.

Last Friday some councillors and myself looked at storage being offered to the Town Council from Torridge, hopefully we will talk a little more about it under correspondence?

There's a special external O&S committee meeting tomorrow evening at Petroc College on dentistry, if anyone here has any specific questions they want asking please email me by tomorrow end of play.

Correspondence

Usual emails regarding vermin, early presentation of refuse, dog bins and broken benches, all is in hand. Please remind people anything Devon Highways related to report it on the Devon County website.

Other

Myself and Cllr. Piper have arranged to meet with Baker Estates who were going to give a presentation this evening about the new development opposite the entrance to the Industrial Estate, if any members have questions wanting to be raised please let Lyndon or myself know.

There is the annual charity bowls event on Saturday the 3rd of August, the Town Council normally puts a team in, would anyone else like to play? There will be a buffet, bar and a draw, all good fun.

The Chairman returned to Standing Orders.

5472. **Council Meeting Minutes** – *To approve and sign the Minutes of the Council Meeting held on the 12th June 2024 & the minutes of the Extraordinary Council Meeting held on 24th June 2024.*

Councillor D. De ste Croix proposed that the Minutes of the Full Council Meeting held on the 12th June 2024 be approved. This was seconded by Councillor P. Shepherd and agreed. (For: 8, Against: 0, Abstain: 2)

Councillor H. Parker proposed that the Minutes of the Extraordinary Meeting held on the 24th June 2024 be approved. This was seconded by Councillor D. De ste Croix and agreed. (For: 9, Against: 0, Abstain: 1)

5473. **Matters Arising** – *To consider matters arising from the Minutes of the 12th June 2024 & 24th June 2024 Meeting, not already covered by the Agenda. For information only.*
No matters arose that are not already covered by the Agenda.

5474. Mayor's Announcements – To receive a report from the Mayor

I attended a meeting with the Football Club and Royal British Legion, there was some contention, but the overall outcome was positive. The football club invited me to a function where I was able to see the clubhouse in use. Unfortunately, St Peter's Fair is unable to have a fair this year because the Fair had not forwarded the relevant documents to Torridge District Council for the licensing. I would like to give a special thanks to Jon Hutchings for the hard work he put into organising St Peter's Fair week. I'd also like to give special thanks to our District Councillors, Cllrs Shepherd & Piper for being prepared and having a back up plan regarding the Fair. On Tuesday I attended the Court Lett which was very good and was lead by the new Portreeve, Mr Richard Brown. This was followed by the Proclamation at 8am on Wednesday Morning and the bread weighing ceremony.

5475. Account Due for Payment and Budget Review – to receive and approve the accounts due for payment

Councillors discussed the categorising of the Finances. Discussion ensued.

**Councillor H. Parker proposed that the accounts for payment be approved. This was seconded by Councillor D. De ste Croix and agreed.
(Unanimous)**

5476. To Receive, and to Note, the Minutes of the following Committee Meetings:

a) Markets	19 th June 2024
b) Finance & General Purposes	26 th June 2024
c) Planning & Highways	3 rd July 2024
d) Parks	3 rd July 2024

Councillors discussed options to encourage a former trader back to the Market.

5477. To discuss the addition of a Sinking fund to the budget 2025/2026 for the Playground equipment repair / renewal.

The TC briefed Cllrs on a suggested sinking fund for Parks. Discussion ensued.

5478. To agree the membership of a Christmas Switch On 2024 Working Group

The Christmas Switch on Working Group for 2024 are:

The ATTC, Cllrs Hutchings, Preston, De ste Croix, Parker & Kenneally.

The TC would like the ATTC to be really involved to encourage development in the role. The current estimated option for the Switch on Event are: 30th November & 7th December.

5479. To discuss the provisions of the Plough Arts Centre in Holsworthy

The TC asked if councillors were still happy for the Office to offer Badock Gardens as provisions for the Plough Arts Centre in Holsworthy. Councillors were widely supportive and would like to offer provisions for the Plough Arts Centre in Holsworthy with the agreement that HATS are offered the ability to be involved too. Discussion ensued. It was noted that the Theatre did not advertise the recent performance and were delayed with providing the office with the material, therefore councillors would like to receive advertising material more in advance to enhance the reach in Holsworthy.

5480. To note the Assistant to the Town Clerk's updated Job Description.

Cllr. P. Shepherd stated the new uniforms are very professional. Cllr Piper requested the following is added to the ATTC's Job description as it is a task currently carried out:

- Regularly update the Holsworthy Town Council's Noticeboards located outside the manor offices & in the bus shelter.

Discussion ensued.

5481. To Receive External Committee Updates

Football/ RBL – HTC have requested minutes from their meetings. Then a meeting will be due to discuss and agree the proposal. Councillors feel it would be beneficial to agree 'in principle' to show support.

5482. To Receive Correspondence

- Baker Estates- Residential development at Dobles Lane Tom Biddle would like to give a presentation
- Dates for upcoming Meetings

Full Council: 4th September 2024 at 7pm.

Planning & Highways: 12th September 2024 at 5.45pm.

Parks: 12th September 2024 at 6.30pm.

Finance & General Purposes: 18th September 2024 at 5.45pm.

Markets: 25th September 2024 at 4.30pm.

- Yoga in Badock Gardens LJD Coaching appear to be holding sessions in the Gardens- Licence required:

Join us Every Tuesday - 1.30pm-2.30pm
'The Peace Garden' Bodmin Street
(OPPOSITE THE WASHING MACHINE SHOP – PLAYGROUP SIGN)
Gentle exercise, breathe & listen to the birds
Everyone welcome – Just drop in – Try something – uplifting
Call Daya – 07462971230

- Defib Training – To decide on a date. Current suggestion is October 2024.
- A letter from Angela Findlay (Chair of Winkleigh Parish Council) RE: Parish Council Collaboration
 - Would we be interested in joining a meeting of Town and Parish Council chairs that operate in the Torridge District.
 - WPC feel they have limited influence with TDC when representing communities.
 - WPC feel they work in isolation and would potentially like a collective voice.
 - To share training and other costs as opposed to all smaller councils paying for their own training etc.
- WPC are looking for interested councils to hold an informal meeting to discuss ideas and options without any commitment at this time.
- Youth Centre Youth Club Newsletter- Thank you note for the grant received this year.
- Annette Dennis letter- Councillor Nigel Kenneally to read.
- Barry Parish Twinning 50th Anniversary in Holsworthy! 29th May suggested Council have reception Friday 30th May and they leave on Sunday 1st June.
- Landlord of property in the square would like assistance with planning / licensing regulations for a potential tenant.

5483. Town Clerk's Report

The Town Clerk updated councillors on the recent visit to the TDC Storage units on the industrial estate. Units 7 & 8 are fit for purpose, sufficient space for the Polaris, archives, Christmas items, a possible workshop and more. Sarah P. at TDC is investigating whether business rates would apply to the rental of these units and will update us. Councillors discussed current and proposed storage solutions.

Councillors Lyndon Piper & Pete Shepherd declared prejudicial interests

Cllr Piper suggested looking at a comparison of the total rental costs for storage and the costs of a new shed. The Town Clerk advised councillors to think ahead due to an increase in new properties in the area there will be higher demand for the Council and therefore more resources that will need to be stored. A shed at Badock Gardens will not be future proof and would limit space.

The TC has met with Acuiti to review compliance issues. The TC will be sourcing additional quotes to address the 12-year-old laptop & the ATTC's 14-year-old PC. Discussion ensued.

2 Young artists have had a meeting with Cllr. Kenneally RE: Skate Park. They have been put in contact with Caroline at Holsworthy Youth Club. Funding to be discussed when the 2 artists have provided costings. Discussion ensued. Cllr. Kenneally also informed the committee that he asked if a quote for CCTV and permission from DCC RE: CCTV at the Skate Park.

Councillors that require training: P. Brown, D. Cole, P. Shepherd, W. Dentlinger & possible a new councillor if co-opted.

The ATTC & Maintenance Operative have recently had their appraisals and the ATTC has completed her ILCA to CiLCA course meaning she is now ready to complete the CiLCA.

I would also like to welcome the new Town Clerk, Allison Haywood and wish her good luck.

5484. Exchange of information

The Mayor's Garden Party will be on the 10th August – it would be appreciated if you could attend and support the fundraising event.

Councillor D. De ste Croix 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 Councillor H. Parker and agreed (Unanimous)

5485. To discuss and ratify, if appropriate the Co-option of a new Councillor.

Councillors interviewed the attending applicants individually then discussed their overall interviews. Councillors also reviewed all the applications and came to a decision.

Councillor N. Kenneally proposed that Jeremy Tadman is co-opted onto the Council. This was seconded by Councillor D. De ste Croix agreed. (Unanimous)

5486. Close

Councillor N. Kenneally closed the meeting at 21:14

Signed

Dated