



**Minutes of the Full Council of Holsworthy Town Council
held in the Holsworthy Market Chambers, The Square,
Wednesday 5th March 2025 commencing at 7:00pm**

Present: Cllrs; N. Kenneally, D. De ste Croix, D. Cole, P. Brown, I. Edwards,
H. Parker, L. Piper, S. Preston, J. Tadman, J. Hutchings

In attendance: Town Clerk (TC), Assistant to the Town Clerk (ATTC),
J. Allen.

Absentees: No absentees.

5590. Apologies for Absence
TDC Cllr P. Shepherd.

5591. 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 arise.

The Chairman suspended Standing Orders (Unanimous)

5592. Public Question Time - *To receive questions from the Public.*
No members of public raised questions.

5593. County Councillor's Report
No report or apologies were received. Cllr. N. Kenneally requested that County Cllr sends a report if possible.

5594. District Councillor's Report

Councillor Pete Shepherd

Apologies for not being with you there this evening, the good lady is working so I'm on father duties. Quite a bit Torridge wise, most good news but first...

Torridge

Budget Special on the 24th of Feb:

Ultimately the Council decided to increase its portion of Council tax by 2.99%, an increase of £5.67 on a band D property and an increase that is not surprising but less than the percentage increase the police, fire and parish councils have gone for.

Full Council this Monday gone:

As you may have seen on social media, good news! It's been confirmed from the Government that Torridge will get its share of the £400m Community Regeneration Program formally known as the 'Levelling Up Partnership'.

A total of just over £20m to come Torridge's way, with £7.3m for the expansion of the Argi-Business site and £725k for Manor offices meaning we in Holsworthy will benefit most from the money available to TDC.

Along with the monies being invested in our Leisure Centre, we in Holsworthy are getting the investment I think we need and deserve.

Exciting times ahead but we must all be vigilant on delivering these projects.

Correspondence

Lots on the issue of blood testing at the Medical Centre and glad to see it on your agenda this evening.

Other

Devolution...still ongoing and will be for sometime. Just to note that the Local Government Association (LGA) aren't overly happy how things are being done, potentially a spanner in the works upcoming??

Hope to see you all soon, any issues/questions, feel free to get in touch.

Regards, Pete

Councillor Lyndon Piper:

1. Torridge Community Regeneration Partnership (Previously known as Levelling Up Partnership) successful. £20.07million funding into a range of projects across Torridge including Holsworthy Agri-Business Park and Manor Offices. We need to look at how we can all work together to make the most of these opportunities. Is the time right for a Holsworthy Area Regeneration Board which can pull stakeholders / partners together to input into the two headline projects but also look at how other schemes can benefit from this significant capital injection? Time to pull everyone together and look at the bigger picture and long-term strategy for own town.
2. Playzones - Meeting with Football Foundation on Thursday 6th March - hoping for a definitive answer. Timescales are very tight relating to the TDC element of the funding.
3. Local Government Reorganisation - Torridge looking to submit a proposal which differs from Devon County's proposals so that we are 'in the mix' when discussions take place. Cllr. L. Piper to provide verbal update on the night.

The Chairman resumed Standing Orders (unanimous)

- 5595. Council Meeting Minutes** – To approve and sign the Minutes of the Council Meeting held on 5th February 2025
Councillor J. Tadman proposed that the Minutes of the meeting held on the 5th of February 2025 and be approved. This was seconded by Councillor L. Piper and agreed. (9 For, 1 Abs)
- 5596. Matters Arising**
No matters arose.

5597. Review Action Items (Appendix 1)

Councillors discussed the defib contract which was discussed at Finances & General Purposes Committee, their action is to send a letter to previous sponsors and remain with the current suppliers. Currently, several sponsors are already keen, however, it was noted that Waitrose use the defib by the Social Club the most and would be good to ask if they would donate toward the upkeep. Discussion ensued. Councillors discussed the issues arising at the local pharmacy and now have the complaints contact details to share online. TC and Cllr. N. Kenneally met with Mr John Short regarding a quote for the addition of a name to the war memorial, which will go to Finances & General Purposes for approval.

5598. Mayor's Announcements – To receive a report from the mayor.

The Mayoral photos of former mayors have been completed and will be sent for printing, which Rodney Parrish has kindly assisted with. The Levelling up project is now called the Torridge Community Partnership. The ticket sales for my Mayor's Charity Event – A Night with Elvis are going well. It would be appreciated if you councillors attended and supported the event. The Town Clerk has passed her probation period and has completed FiLCA and will be starting on CiLCA.

5599. Accounts due for payment and budget review

Councillors discuss the accounts for payments due and approved the payment.

Councillor H. Parker proposed that the accounts for payment be approved. This was seconded by Councillor J. Tadman and agreed. (Unanimous)

5600. To Receive and to Note, the Draft Minutes of the following Committee Meeting:

Parks	12th February 2025
Planning & Highways	12th February 2025
Finances & General Purposes	26th February 2025
Markets	26th February 2025

5601. To discuss and decide on the option of taking the license for the Manor car park Wishing well and footpath from the Holsworthy Rotary Club.

The Town Clerk provided an update, stating that the council would be responsible for retaining, repairing, replacing, and maintaining the well, including insuring it, restoring the path, constructing necessary improvements, and giving three months' written notice to end the agreement. Cllr. J. Hutchings, as chairman of F&GP, felt the decision should be made by Full Council rather than a small group. Cllr. Parker outlined the well's history, noting it rarely generates funds and is often filled with rubbish. Cllr S. Preston inquired about historic costs incurred by the Rotary Club. Cllr. Hutchings expressed support, believing it could raise money for the mayor's charities if the path were improved. Cllr. D. De ste Croix agreed, suggesting regular promotion would be beneficial, and noted it could complement the Manor Offices if acquired. Cllr. Piper supported Cllr. Hutchings' view, questioning whether it was a significant liability and who else would take responsibility. Cllr. N. Kenneally asked whether planning permission would be needed to upgrade the path, to which Cllr. L. Piper responded that permission from the landowner might be required but not formal planning approval. Cllr. D. Cole mentioned a light had been installed in the well. Cllr. J. Tadman raised

concerns about what should and should not be taken on through devolution. It was clarified that this would be a licence rather than a lease. Cllr. P. Brown believed the well required extensive maintenance and doubted it would generate much income.

Councillor J. Hutchings proposed that the council take on responsibility from the Rotary Club for the Well and Path outside the Manor Offices and be agreed. This was seconded by Councillor D. De ste Croix and approved. (7 For, 0 Abstentions & 3 Against).

Cllr Tadman asked whether funding would come from the parks budget and which committee would be responsible. SP suggested that improving the path could help prevent injuries. D. Cole raised the issue of insurance. Discussion ensued.

5602. To update on the current Councillor vacancy posted 18th February 2025, not yet filled.

The TC updated the committee informing them regular adverts have been shared for the position and interviews for the position will take place at the next Full Council Meeting. Cllr. Hutchings suggested that a photo of the Full Council is taken and published on the advert. Discussion ensued. Photo to be taken at the end of the meeting and poster to be amended.

5603. To discuss and agree the request for a Civic ceremony for the Holsworthy Twinning Association

The Town Clerk admitted to mistakenly presuming a civic ceremony would take place and personally felt that, since the council received a formal welcome from Aunay's mayor, it should reciprocate. PB disagreed, arguing that the event would benefit only a limited number of people. Cllr J. Hutchings questioned whether the council would do the same for other local groups if requested, noting that twinning had previously received grants rather than direct council involvement. NK suggested the event include sandwiches, drinks, and gift-giving. SP asked whether the council had contributed financially when members visited Aunay, and it was clarified that only petrol and a gift were covered, with the hosting ceremony funded by Aunay.

Cllr. L. Piper believed each request should be considered individually but personally supported holding a civic ceremony due to its historical and cultural significance. Expenditure was discussed and estimated at a minimum of £1,000, covering a two-to-three-hour event in the hall with drinks, sandwiches, and a gift for the mayor, however numbers are not yet confirmed, therefore costs may differ from the estimate. Cllr S. Preston suggested using the event to promote the town's twinning history. Cllr. L. Piper suggested opening the event to the public, allowing them to attend at the end but without catering. Cllr .J. Tadman suggested banners in the square featuring the twinning logo, though Cllr. N. Kenneally noted there was no coat of arms.

Cllr Hutchings supported making the event public but suggested a ticketed system to control numbers while ensuring accessibility. A discussion followed, with LP and JH disagreeing on the approach. Cllr. S. Preston considered a minimum ticket fee of £5, while Cllr. J. Hutchings stated that if it was a civic event, it should be free, with a ticketing system in place to manage attendance. Cllr I. Edwards queried whether a lunch should precede the event, discussion ensued and Cllrs. J. Hutchings and N. Kenneally clarified that it was meant to be a civic occasion, not a meal.

Councillor N. Kenneally proposed to hold the civic event for the Twinning association and open it to the public by free tickets, if agreed by the Twinning Association and be agreed. This was seconded by Councillor I. Edwards and approved. (9 For, 1 Abstention, 0 Against).

5604. To approve virements for the purchase of the new playpark equipment at Stanhope Park and the asbestos survey for the Sun Lounge works.

TC briefed the committee on the virement in reference to the Parks Maintenance Fund. Discussion ensued.

Councillor N. Kenneally proposed that virement 12 is agreed. This was seconded by Councillor D. De ste Croix and approved. (Unanimous)

5605. To discuss the loss of medical services (Hospital ordered blood tests, Dentist and Pharmacy) in Holsworthy, and potential actions to support the community

Cllr. N. Kenneally reported after attending the doctor's surgery and after reviewing correspondence and noted that any tests requested by a patient's own GP would still be supported. Cllr. H. Parker clarified that cancer patients undergoing treatment would not be included in the changes, as they require blood tests before chemotherapy. Cllr. J. Tadman mentioned hearing from the surgery that they were negotiating with North Devon NHS. Cllr. D. Cole added that Stratton Surgery was not involved as it falls under Cornwall's jurisdiction, a point raised in the PPG meeting. Cllr. J. Hutchings suggested the issue might be financial, querying whether funding had been cut or if the service providers were dissatisfied with their payments as a private company.

Cllr. N. Kenneally asked whether HTC should submit an official letter to the Integrated Care Board (ICB) regarding the matter, which was agreed. Cllr. L. Piper believed the doctors had explained their position as a financial issue and supported writing to highlight the impact on the community. Cllr. J. Hutchings suggested also asking the doctors for further clarification on what changes had led to the service reductions, as the full explanation had not yet been provided.

A discussion followed, and Cllr. N. Kenneally suggested that the Town Council should write to the ICB to express concerns about the effect on constituents and also contact the doctors to understand what had changed.

5606. To approve the Council's Risk Register for 2025/26.

Cllrs discussed the amended risk register for 2025/26. Cllr J. Tadman noted several formatting issues to be addressed.

Councillor L. Piper proposed that Cllr J. Tadman works with the office to amend the risk register and be agreed. This was seconded by Councillor J. Hutchings and approved. (Unanimous)

Councillor J. Hutchings proposed to defer the approval of the risk register for 2025/26 to April Full Council and be agreed. This was seconded by Councillor S. Preston and approved. (Unanimous)

5607. To receive External Committee Updates.

Cllr J. Tadman updated the committee on a new community police officer that has come into position in Holsworthy. He will be on a 4 weekly pattern and plans to attend Full Council meetings when available on shift. Cllr N. Kenneally also updated the committee on the new Tri-Service officer. Discussion ensued. Cllrs discussed their committees and ATTC will forward up to date committee list to councillors.

5608. To receive a list of Correspondence.

No correspondence received.

5609. Town Clerk's Report – To receive a report from the Town Clerk, for information only.

The Town Clerk mentioned an email received from Cllr. J. Tadman regarding bikes. Cllr. J. Hutchings clarified that the bikes were not for a trail or cycle path but for the town itself. He also confirmed he was happy to go with Cllr. J. Tadman to pick them up.

For VE Day, it was noted that a meeting would be held on April 2nd, prior to the Full Council meeting. The transfer of the scribe was scheduled to take place afterward, with training being attended during March.

The name for the new galleon play equipment would be decided by the primary school by the end of this week, after which it would be sent to the manufacturer.

There was a discussion about upskilling current support staff for additional staffing at HTC, and it was noted that ATTC would complete FilCA for this.

The HSBC banking mandate had been updated, and thanks were extended to the Mayor and Deputy Mayor for their diligence and patience with the numerous forms they had completed.

Harvey Gardner (TDC) had contacted the council, and a meeting was scheduled for April to discuss the Manor Offices. Cllr. N. Kenneally suggested that TDC Cllr. L. Piper, as the ward member, should be involved in this process. Cllr. N. Kenneally also expressed concerns that TDC may be under pressure and wouldn't want to transfer the offices until completing necessary works. Cllr. L. Piper agreed, emphasising that TDC councillors should be involved in the decision-making process. Cllr. N. Kenneally clarified that the meeting would not proceed without councillors present, and Cllr L. Piper reiterated that decisions should be made by elected individuals, not officers. Cllr. Hutchings added that the final decision would rest with Torridge Council councillors, not officers, and would have to go to full council.

Penrose Terrace's inspection is scheduled which Cllr. I. Edwards will be attending. The works on the Sun Lounge at Badock Gardens was in progress, with completion expected by the end of March.

Cllr. J. Tadman reported that the police now had a new full-time officer in place, who had been invited to attend future meetings, though negotiations were ongoing. Holsworthy Primary School governors had expressed interest in attending a future meeting to discuss their matters.

Regarding the Sunlounge, Cllr. L. Piper inquired about the slight delay with the doors. TC confirmed that a new design for the doors had been created, which was more structural to withstand storms and was also cheaper.

5610. Co-opt Councillor Interviews for position posted 31st October 2024 and closed 21st February 2025

Councillors interviewed 1 candidate for co-option.

J. Allen exited the meeting at 20:00

Cllrs discussed the comments on the interview and concluded the following proposal:

Councillor J. Hutchings proposed to co-opt Jane Allen as a Councillor and be agreed. This was seconded by Councillor N. Kenneally and approved. (9 For, 1 Abstention, 0 Against).

5611. Close

Councillor N. Kenneally closed the meeting at 20:52

Signed

Dated

Appendix 1 – Actions from Full Council on 5th February 2025

	Action	Who	Completed
1.	02.10.24 Councillor Training – Councillors that want training need to contact the Office with the dates they are available in conjunction with the dates provided at Full Council and to New Councillors via Email	Councillors	Cyber Security Seminar booked for 25 th March 2025 at 17:00.
2.	06.11.24 TC to ask Maintenance Operative to investigate and identify land requiring maintenance. To be agreed if necessary at the next Full Council. Add to Agenda in Feb.	Office & Town Ranger	Being investigated by V.S. DCC completed, TDC in process.
3.	15.01.25 To finalise Christmas Expenditure & Income	Office	Completed and approved at F&GP February 26 th .
4.	05.02.25 Councillors to sign an updated 'Register of Interests' form.	Councillors	Completed by Cllrs: Tadman, Parker, Edwards, Kenneally, Preston, De ste Croix & Cole.
5.	05.02.25 To add to the Devolution letter: - Agricultural Business Centre as agriculture is the economic driver in Torridge and we want to be the driving force. And send a draft to cllrs prior to sending to DALC.	Office	18.02.25 Completed and sent.
6.	05.02.25 To add Private John Bailey – 2 nd Btn Devonshire Regiment to War Memorial & plant a tree.	Office	In process of adding name to War Memorial.
7.	05.02.25 To add to F&GP Agenda – Defib contract renewal.	F&GP Agenda	F&GP recommend to Full Council to discuss and agree their recommendation to contact the Twinning Association for a formal letter indicating what their plans are for the event, the costs involved and what their contributions are.
8.	05.02.25 To action the purchase of the Galleon Ship in composite with a 30 year warranty, replacement roundabout and removal of former play equipment frame.	Office	Completed. Installation due end of March 2025.
9.	05.02.25 To advertise Complaints contact RE: Jhoots pharmacy.	Cllr L. Piper & Office	Cllr .L. Piper to forward details to Office.
10.	05.02.25 Advertise Co-option vacancy (Dentlinger's position) from 18 th February 2025.	Office	Second vacancy will be interviewed at April Full Council.