



**Minutes of the Full Council of Holsworthy Town Council held in
Holsworthy Youth Centre, Sanders Lane, Holsworthy
on Wednesday 3rd April 2024 commencing at 7:00pm**

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

In attendance: Town Clerk (TC), Assistant Town Clerk (ATTC),
County Councillor James Morrish, Holsworthy Post: James Davies, David Cole

5380. Apologies for absence

Councillors: Dentlinger, Piper, Kenneally

5381. Declaration of Interest - To receive declarations of personal and prejudicial interests in respect of items on this agenda.

The Deputy Mayor asked Councillors to declare any relevant interests as they arose.

The Chairman suspended Standing Orders.

5382. Public Question Time - *To receive questions from the Public.*

No members of public had any questions for the Council.

5383. County Councillor's Report
Councillor James Morrish

- I have had the opportunity to discuss the industrial estate and Agricultural business with the leader. I want Devon County Council to have a better understanding of agriculture.
- The County Council Elections are likely to bring about many changes within the Council. The budget is set for 4.99% however I hoped for a lower figure of 3% but still under budget.
- The roads are still a large issue with 82 items of correspondence this month regarding the quality of roads. It isn't just potholes which are being reported to me but also road infrastructure.
- A & B roads are being prioritised, whilst potholes are being filled, it does not take much time for them to reoccur.
- Some Parishes are considering undertaking road work themselves.
- I also have a long email conversation regarding the link centre, the residents remain in the property and there have been no further updates.
- Deer Park is closing down with DCC are ensuring the safety of residents currently.

5384. District Councillor's Report
Councillor Pete Shepherd

Torridge

Council Chambers issues ongoing. I've had verbal confirmation of costs to replace the fire doors. I was informed that the works would total £30k which is made up of £1k per door & frame not inclusive of door furniture and labour costs. I have asked for any fire report regarding the Chambers to be sent to me as these figures do seem high.

This was also mentioned at a: Working Group meeting with discussion on this later on in the agenda.

There has been a Call in of the planning application for the development at the bottom of Sanders Lane if it got rejected.

Full Council is next Monday, I will report back next time.

Correspondence

I've had an invite to attend a meeting regarding the Land East of Dobles Lane and the building site there on. This will be arranged for later this month.

Other

Thanks to Cllr. Morrish for arranging a meeting with DCC Leader, the Chief Exec and the Head of Finance. I mentioned the link centre, the role of the youth centre, funding that goes with it and the future of the building. Hopefully these meetings will be a regular occurrence as the meeting was positive.

The last of my TD Councillor grant money is spent after a grant to the Youth Centre, Twinning Association and the off-road cycleway project.

The Market is looking good today and good feedback from the public and most traders has been positive.

The Chairman returned to Standing Orders.

- 5385. Council Meeting Minutes** – *To approve and sign the Minutes of the Council Meeting held on the 6th March 2024*

Councillor S. Preston proposed that the Minutes of the Meeting held on the 6th March 2024 be approved. This was seconded by Councillor H. Parker and agreed. (Unanimous)

- 5386. Matters Arising** – *To consider matters arising from the Minutes of the 6th March 2024 Meeting, not already covered by the Agenda. For information only.*
No matters arose that aren't already covered by the Agenda.

- 5387. Mayor's Announcements** – *To receive a report from the Mayor*

- Wrestling Match held on the 24th March in aid of the Mayor's Charities, it was very enjoyable and a great success. Many thanks to Toby Johns for his considerable help in organising the event
- I sponsored the ball at the Groundhop Bude v Holsworthy Football Club Derby Match on Good Friday 29th March
- Manor Offices / Market Hall Working Group held on the 27th March – as agreed I have requested a meeting with the Leader and Chief Executive of TDC to seek to work in partnership with the District Council as the owners of the properties to ensure that the urgent works required to both the Manor Offices and the Market Hall are carried out as soon as possible, the possible future uses of the buildings are considered and an action plan put in place with timescales to achieve this.

- 5388. Account Due for Payment and Budget Review** – *to receive and approve the accounts due for payment*

All virements have been finalised. Discussion ensued. Cllr. P. Shepherd thanked the Town Clerk for keeping us under budget.

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

- 5389. To Receive, and to Note, the Minutes of the following Committee Meetings:**
a) Finance & GP Committee **28th February 2024**

5390. To agree the Standing Orders and Financial Regulations of the Council.

The Town Clerk informed the committee of the changes with the Standing Orders. The Town Clerk also clarified to councillors the amendments made to the Financial Regulations.

**Councillor S. Preston proposed that the Standing orders are approved and agreed.
This was seconded by Councillor H. Parker and agreed. (For: 7, Abstain: 1, Against: 0)**

**Councillor P. Shepherd proposed that the Financial Regulations are approved and agreed.
This was seconded by Councillor H. Parker and agreed. (Unanimous)**

5391. To report back on the Working Group held to progress the improvements required to the Manor Offices and Market Hall and Chambers and the next steps to be taken.

Cllr. Shepherd has been emailing the relevant people at TDC but had no response so far. Padlocks have been sourced for the back gates. Cllr. Hutchings queried if it is a legal requirement for TDC to provide us with a suitable meeting room / office. The TC will investigate this. DCC Councillor James Morrish asked Cllr. Shepherd if he should also write to the Chairman of TDC.

5392. To agree the Earmarked Reserves of the Council to be brought forward to the financial year 2024/25.

All virements necessary have been approved. A list of items plus the agreed projects not yet completed to be brought forward into the earmarked reserves at the 01.04.24 was presented. Cllr. Shepherd queried if the Rydon V funding has been received. The TC clarified that it has.

Councillor S. Preston proposed that the Earmarked Reserves of the Council be brought forward to 2024/25. This was seconded by Councillor H. Parker and agreed. (Unanimous)

5393. To approve the Council's Asset Register for 2024/2025

The Town Clerk provided councillors with an updated Asset register and discussion ensued.

Councillor K. Stone proposed that Asset Register is approved and agreed. This was seconded by Councillor H. Parker and agreed. (Unanimous)

5394. To consider the request made to the Lords of the Manor by the Keeper of the Records of the Court Leet.

It was agreed to discuss this item in Part 2 due to confidentiality.

**Councillor J. Hutchings proposed that the request made by the Keeper of the Records of the Court Leet is agreed. This was seconded by Councillor H. Parker and agreed.
(For: 7, Abstain: 1, Against: 0)**

5395. To receive nominations for a Mayor Designate and Deputy Mayor Designate.

The Town Clerk reminded councillors that the appointment of a Mayor and Deputy Mayor designate is not guaranteed until the formal appointment at the Annual Meeting of the Council in May.

**Councillor D. De ste Croix proposed that Councillor N. Kenneally be appointed as Mayor Designate. This was seconded by Councillor S. Preston and agreed.
(For: 6, Abstain: 2, Against: 0)**

**Councillor S. Preston proposed that Councillor D. De ste Croix be appointed as the Deputy Mayor Designate. This was seconded by Councillor H. Parker and agreed.
(For: 5, Abstain: 3, Against: 0)**

5396. To Receive External Committee Updates

Cllrs K. Stone & H. Parker informed the committee that there are currently no updates from Specotts meeting.

5397. To Receive Correspondence

- New Committee Dates for April

Planning & Highways Committee – 5.45pm on Wednesday 10 April 2024

Parks Committee 6.00pm on Wednesday 10th April 2024

Markets Committee 4.30pm Wednesday 17th April 2024

Finance & GP Committee 5.45pm Wednesday 17th April 2024

Annual Town Meeting 7pm Wednesday 24th April 2024

Annual Meeting of the Council Wednesday 1st May 2024

- Town Council Grant Application forms available – to be returned to the office will all supporting information by the 5th April 2024. Decision to be made at Finance Committee 17th April 2024.
- Mayors Charity Quiz – Friday 26th April 7pm to 10.30pm
- Amanda Shearing – new Town Clerk & RFO starts work Wednesday 24th April
- Road Closure applied for evening of 6th June 2024 D Day Commemorations 80th Anniversary
- King Charles Portrait to be delivered w/c 8th April 2024
- No applications received by TDC for Food Concession in Manor Car Park

5398. Town Clerk's Report

The TC asked councillors to let the office know if they would like a new name badge and if it will be magnetic or pin.

Pin badges: Cllrs. D. De ste Croix, P. Brown

Magnetic Badges: Cllrs. J. Hutchings

5399. Exchange of information

No additional information was exchanged

County Councillor James Morrish exited the meeting at 20:12

Cllr. De ste Croix proposed that under the Public Bodies (Admission to Meetings) Act 1960, the public and representatives of the press be excluded from the meeting during the consideration of the following items of business as publicity would be prejudicial to the public interest because of the confidential nature of the business to be transacted. This was seconded by Cllr. Parker and agreed. (Vote; 8 For, 0 Against, 0 Abstention).

5400. To discuss and ratify, if appropriate the Co-option of a new Councillor.

Councillors interviewed Mr David Cole.

Mr David Cole exited the meeting at 20:14

Councillors discussed co-opting Mr David Cole.

Councillor J. Hutchings proposed that David Cole be Co-opted as a Town Councillor. This was seconded by Councillor P. Shepherd and agreed. (For: 5, Abstain: 2, Against: 1)

5401. To discuss and agree the Freeman of Holsworthy Award 2024/25

Councillor discussed all applications for the Freeman of Holsworthy Award 2024/25

Councillor J. Hutchings proposed that Mr Malcolm Withall is awarded with the Freeman of Holsworthy for 2024/25. This was seconded by Councillor H. Parker and agreed.

(For: 6, Abstain: 2, Against: 0)

5402. To discuss and agree the Champions Award 2024/25

Councillors decided that: Ragna Eason, Lee Thomas, Steve Lee, Andy Langman, Chris Brown, Annette Dennis, Shirley Crane, Jacky Ford and Rob Painter are awarded with the Champions Award 2024/25.

Councillor K. Stone proposed that the above named are awarded with the Community Champions award for 2024/25. This was seconded by Councillor H. Parker and agreed.

(For: 5, Abstain: 2, Against: 1)

5403. Close

Councillor D. De ste Croix closed the meeting at 20:51

Signed

Dated