



**Minutes of the Full Council Meeting held in the Market Hall, The Square, Holsworthy on
Wednesday 12th November 2025 at 7.00pm.**

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

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

5716. Apologies for absence.

Councillors: G. Mardle & DCC Cllr. Lynne Rowsell.

5717. Declaration of interests - *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.

Councillor L. Piper declared an interest regarding Agenda Item 17, Minute Number 5732.

5718. Public Open Question Time

No public in attendance.

5719. County Councillors' Report

The TC informed the committee that Cllr. N. Kenneally requested the TC to asked the County Councillor for a report.

The TC and Chairman refused the request.

5720. District Councillors reports

Councillor Pete Shepherd's Report 12/11/25

Apologies, I can't be with you in person this evening.

Firstly, I would like to congratulate Cllr. Kenneally on being elected to Torridge. Although not for Holsworthy ward, it's good to have another Holsworthy Town Councillor at TDC.

Torridge LGR:

This is nearing the end now so I will concentrate on this issue for my report.

I attended a briefing on LGR. The final case for the 4-5-1 model is to be proposed to Government by the 25th of this month.

Torridge is still aiming to be in the 5 with North, East and Mid Devon as well as Exeter with potentially 90 Councillors representing the new unitary.

The point was raised that one of the aims for LGR is to produce annual savings and there is a 'payback' period of 2.5 years to cover the cost of implementation, this seems ambitious.

The other big point to mention is that there will be no asset transfers to Parish Councils. There has been an embargo on delivering any project over £1M that haven't already been agreed (the Argi-business site was agreed before this embargo).

So, HTC will not be getting any assets that currently belong to TDC, this could (however unlikely) change when the new unitary is up and running.

Also, there are no plans to give Parish Councils any more powers like planning. The thinking is if they did this then they would be equivalent to a District Council.

It's worth noting that Exeter, Plymouth and Torbay have their own proposal tabled to put the large urban areas into their own unitaries and the rest of the rural areas into one big unitary. This in my opinion would not be beneficial to Holsworthy.

We will have to wait till after the 25th to see what happens, I will keep you updated.

Any issues or question please see me in person or email:

councillor.shepherd@torridge.gov.uk.

Regards, Pete

Councillor Lyndon Piper's Report

Hi all

A busy period following the summer lull.

A few notes on things affecting Holsworthy (please feel free to ask any queries on any of the subjects. I'd much prefer discussion and feedback):

Agri-Business Park

I have been fighting hard to get this project finally progressed. Hoping it will be on the agenda at the end of November. Truly astonishing and unnerving that things have not progressed and we are at risk of seeing the money spent elsewhere at the whim of a few with devastating generational consequences for agriculture and our region. I will hold my thoughts until this is resolved either way.

Local Government Reorganisation

Devon County Council's proposal consists of four unitary authorities:

- Plymouth City Council
- Exeter City Council
- Torbay Council
- Coast and Countryside area of Devon

The Leader of Torridge and the Chief Exec have teamed up with other existing District Councils and propose a 4-5-1 model consisting of:

- The 5 - East Devon, Mid-Devon, North Devon, Torridge and Exeter
- The 4 – South Hams, Teignbridge, West Devon and Torbay
- The one – Plymouth

There is disagreement between Devon County Council, the local authorities, and the City authorities so it may be decided by central government.

The decision relies on data which has been slow to come out. Consultants have been employed by various existing authorities to try and understand which options would be feasible. Councillors have had little input into the process. My understanding is that we will be voting on whether we support the 4-5-1 option in at Full Council in November.

My head acknowledges that a more rural authority, say without Exeter, may not be able to provide the services required. My heart says that we have little in common with cities or East Devon and that we should stride out into the great unknown as a proudly rural new authority and have a good go at it. Your opinions would be most valued!

There is a member briefing on LGR tomorrow which I am hoping to attend.

Meetings

I have been attending C&R and Full Council meetings. Agendas and minutes are available online. You can also watch the meetings on YouTube if desired.

The Ruby Way

I visited County Hall in Exeter on 6th of November and met with several members of the Cabinet along with Andrew Combes who has been producing the workbooks for the Ruby Way project. We pitched our new approach for progressing the stalled conversion of dis-used railways into multi-use greenways. The cabinet is made up of all new councillors so I am hoping this will bode well for a progressive approach. Thanks to our Torrington Rural County Councillor Cheryl Cottle-Hunkin for organising the meeting with all the big players we needed. We have been working with Forestry England to head up a local volunteer force. The initial aim is to work at a local level to open up the Devon County owned sections and get some forward momentum going.

One significant success in our endeavours has been to get the vegetation cleared from the Coles Mill viaduct. We are also hoping that this will lead to some stabilisation works to the edges.....a significant investment in one of our town's best assets.

Beacon Solar

This is an infrastructure project of national significance, so the planning decision is taken out of the Local Authorities hands and dealt with directly by the Secretary of State. The LA will be a consultee and will be forming a working group to consider the proposals. Membership and Heads of Terms for the group were agreed at Full Council last week and the Ward members for Holsworthy are on that group.

My immediate concerns revolve around the loss of agricultural land as our local economy relies predominantly on agriculture. This coupled with the potential loss of funding to the agri-business park (and realisation of the opportunities laid dormant) could be a double blow to our area. I understand and support the move towards cleaner forms of energy production – it just needs to be done in a pragmatic way without excessive harm to local communities.

Pharmacy in Holsworthy

Allied Healthcare have reportedly taken over the management of 60 Jhoots Pharmacies. I believe there remains significant problems within the industry so we will wait to see what impact this has on Holsworthy. Having liaised with community leaders from North Devon the signs are positive. We are starting from a low bar however!

Playzone / MUGA in Stanhope Park

I have had sight of the draft planning application and will review and give feedback on this. Initial observations are that the scheme sits in line with stakeholders input including HTC's. HTC will of course be a consultee. I understand the budget is still on track and the planning application should be submitted soon. Happy to discuss any queries or concerns on this. I will also liaise with local user groups and residents.

Glebelands Bench

Well done to Cllr Cole and all at Holsworthy Town Council. I personally think this is the approach we need to take on small local matters. Roll sleeves up and get on with things ourselves. Good on you.

Cllr Kenneally

Congratulations to Cllr Kenneally on being elected as ward member of Milton and Tamarside. I was delighted to see people vote for someone who will work diligently for the area.

George

I have spent a bit of time with George of late and he is doing remarkably well and in good spirits.

Councillors raised any queries to Cllr. L. Piper who clarified the following:

The Ruby Way is currently facing challenges. The Agribusiness Centre funding may be transferred to another project. Discussion ensued. Cllr. J. Hutchings noted that he had submitted a Freedom of Information Act regarding the Agri-business centre, concluding that he was declined the outcomes for the meeting due to it being held in a part 2 and noted that the Council cannot fight for something they do not hold the information for. Cllr. N. Kenneally noted that Bideford Town Council have put a motion of notice to reinstate Bideford Bourough's assets which was published online.

5721. Council Meeting Minutes – To approve and sign the Minutes of the Council Meeting held on the 1st October 2025

Councillor H. Parker proposed to sign the Minutes of the Council Meeting held on the 1st October 2025 and be agreed. This was seconded by Councillor N. Kenneally and approved. (10 For, 0 Against, 1 Abstentions)

5722. Matters Arising - To consider matters arising from the Minutes of the 1st October 2025 Meeting.

For information only.

No matters arose.

5723. Review Action Items from Full Council Meetings.

Councillors reviewed the action list from the previous meeting and noted that Cllr. N. Kenneally will arrange a meeting to progress further with the allotments project.

5724. Mayor's Announcements – To receive a report from the Mayor.

The Mayor informed councillors that during the past month he had attended the Cricket Club presentation evening.

- Attended the gran opening of Deer Park and met with the staff and toured the facilities
- Presented the certificates for the Residential - Holsworthy in Bloom competition. The business certificates will be presented soon.
- Met with officers from Torridge District Council (TDC) to discuss the progression of works to the Manor Offices Project, we are awaiting their plans.
- Met with William Bryant from Arthur W. Bryant Funeral Services to thank them for their work on the War Memorial.
- Attended the Remembrance Sunday Parade, thank you to all that attended, it was a great turn out.
- Met with Devon County Councillor Lynne Rowsell to discuss a positive way forward.
- The Army Cadets did a great job at clearing up outside the Memorial Hall and Manor Park car park. A big thanks goes to the Army Cadets for their great efforts.
- Attended the act of Remembrance in the Square, organised by the RBL, followed by HTC's Act of Remembrance in Stanhope Park by the World War II memorial tree. IT was well attended and the whole of the Primary School were in attendance.
- Dedicated the new Victory Day bench which is located at the top of Glebelands, thank you to Cllr. Cole and the volunteers for tidying the space and placing a planter beside it.
- Met with the Macular Society at one of their regular meetings and discussed a variety of things.
- Ordered the Christmas Lights which the army cadets will be attaching the lights to the trees on Monday night.
- I would like to thank Bert and Jane for all their help. Cllr J. Allen informed the committee that the flowers around the pump will be removed from the planters.
- There is an update regarding the pharmacy which Cllr. J. Hutchings has written to them for clarity. Cllr. J. Hutchings reminded councillors to follow the code of conduct.
- Wrote to Gleeson regarding the Stanbury Wharf development.
- Attended a meeting regarding the Solar Beacon Development, thought noted that not enough information has been provided to make any decisions regarding the proposal. Cllrs discussed their options if the proposal was to go ahead and agreed that if it is approved to ensure Holsworthy request funding. Overall, councillors did not feel enough information was available to evaluate the proposal and it's affect on Holsworthy and the surrounding parishes.

On a personal note, Cllr. J. Hutchings thanked the Council on behalf of the Mutual Aid for supporting the Halloween party and Firework night. The Halloween party was very successful and was attended by over 200 people. The fireworks were amazing and the Park was packed. Cllr. Hutchings also reminded councillors to follow the Code of Conduct.

5725.To review payments and budget – To receive and approve the accounts

Councillors reviewed the financial documents and discussed returning to the Finances & General Purposes Committee to discuss and agree which documents will be brought forward to Full Council to prevent confusion. Brief discussion ensued. TC advised that she ask Scribe whether the monthly working budget can be presented by Cost Centre only.

Councillor I. Edwards proposed the Finances for September are a true record and be agreed. This was seconded by Councillor J. Allen and approved. (8 For, 3 Abstentions, 0 Against).

5726.To Receive, and to Note, the Minutes of the following Committee Meetings:

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|--|-------------------------------------|
| A) Parks Committee | 8th October 2025 |
| B) Finance & General Purposes Committee | 15th October 2025 |
| C) Market Committee | 22nd October 2025 |

5727.To discuss possible projects the Council may wish to undertake for the financial year 2026/27

The Town Clerk advised that no projects for 2026/27 had ben brought forward and suggested the council prepare for devolution, additional staff, park equipment, elections and more.

5728. To discuss the Draft Budget for 2026/27.

The TC provided the committee with a draft budget for 2026/27 advising that the agreed budget accounts for any services, elections, Net > Gross alteration, asset transfers and devolution. The budget shows an alteration in the budget to transition it from gross to net, inline with the new financial software. Councillors discussed the gross/net alterations and noted that they would like the Finances & General Purposes Committee to review and agree.

5729. To discuss and agree on the cost centre reconciliations and agree any virements.

The TC informed the committee how the 5 additional virements will affect the Earmarked Reserves utilising current Earmarked Reserves and draft Earmarked Reserves.

Councillor J. Hutchings proposed to approve Virement No.4 of £17396.01 from Playpark/Sunlounge (Cost code 45) to Works to Sunlounge (Cost code 66) and be agreed. This was seconded by Councillor J. Allen and approved. (10 For, 1 Abstention, 0 Against).

Councillor N. Kenneally proposed to approve Virement No.5 of £5000 from Youth Playpark Consultation (Cost code 67) to Play Equipment reserves (Cost code 48), to delete cost code 67 and be agreed. This was seconded by Councillor J. Tadman and approved. (10 For, 1 Abstention, 0 Against).

Councillor N. Kenneally proposed to approve Virement No.6 of £3000 from balance of Equipment Storage (Cost code 53) to Equipment Storage – HASP (Cost code 65), to delete cost code 65 and be agreed. This was seconded by Councillor J. Hutchings and approved. (9 For, 2 Abstention, 0 Against).

Councillor N. Kenneally proposed to approve Virement No.7 of £411.54 from Rural Energy Fund (Cost code 57) to Works to Sunlounge (Cost code 66), to delete cost code 57 and be agreed. This was seconded by Councillor I. Edwards and approved. (10 For, 1 Abstention, 0 Against).

Councillor N. Kenneally proposed to approve Virement No.7 of £794.98 from Parks project (Cost code 58) to Work to Sunlounge (Cost code 66), to delete cost code 58 and be agreed. This was seconded by Councillor J. Hutchings and approved. (10 For, 1 Abstention, 0 Against).

5730. To update on banking investments as requested by the September 2025, Finance and General-Purpose Committee

The TC brief councillors on the progress of investigating bank investments noting that it is still in process and has been difficult to source information from local banks. Cllr J. Allen suggested Lloyd bank in Launceston, however, other councillors confirmed that this bank is closing down. Further discussion ensued. Cllr. J. Allen informed councillors that the limit for the Deposit Protection Scheme is increasing to £110,000 on 1st December 2025.

5731. To discuss and agree additional Market dates in December, staffing dependant and give an update on the Market.

Cllr. J. Hutchings briefed councillors that a meeting was held with the market traders and it was agreed to ask Full Council if 2 additional Christmas Markets can take place on Wednesday 10th December and Wednesday 17th December 2025, following the Wednesday Market times. Discussion ensued. Councillors agreed that the additional markets can be approved if the two markets can cover their costs. Cllr J. Hutchings noted that market assistants have been provisionally arranged for these 2 additional markets.

Councillor J. Hutchings proposed to approve 2 additional markets (10th December & 17th December 2025) and be agreed. This was seconded by Councillor N. Kenneally and approved. (Unanimous)

5732. To agree the transfer of the HAFC grant funds.

Cllr. J. Hutchings briefed the council on the funds for Holsworthy Area Football Club identified as Cost Code 54, noting that their project has recently been altered. The football club need to renovate the changing rooms and require the funds early. Rather than the funds being utilised for the resizing of the pitch which was formally stage 1 of the project, the football club would like to utilise the funds to progress with stage 2 of their development. Councillors discussed the funding and requested the lease costs are excluded from their grant until finalised.

Councillor L. Piper declared an interest.

Councillor J. Hutchings proposed to provide Holsworthy Area Football Club with part of their funding for their project minus the fees for the Lease and be agreed. This was seconded by Councillor N. Kenneally and approved. (10 For, 1 Abstention, 0 Against).

5733. To discuss and agree additional Blue Badge Parking in Holsworthy Square.

Cllr. D. De ste croix briefed the committee on the history of the parking in the square and a resident receiving a parking ticket as new road markings were added to the pavement. TC informed councillors of the rules regarding Blue Badge holders and noting that HTC can apply for a Disabled parking space, if requested. Discussion ensued. Cllrs discussed the parking in the square and noted if a secondary disabled space was implemented it would reduce parking available to all. Cllr N. Kenneally noted that there are two types of parking for blue badge holders, one is only designated for blue badge holders whereas the other is usable by all but preference is for blue badge holders. Further discussion ensued.

The TC informed the committee that the resident who raised the need for additional parking for blue badge holders is happy with Devon County Council's response and with HTC's support. Cllr L. Piper queried if there is enough evidence showing a demand for parking for blue badge holders.

Councillors discussed the correspondence and noted the new information regarding parking and have requested the TC to investigate whether these rules apply to Torridge District Council's car parks.

5734. To give an update on the Remembrance Day Civic service.

The TC informed councillors that the Remembrance Day Parade was successful as well as the short services held in the square and Stanhope Park on Armistice Day. They were both well attended with a large presence of youth.

5735. To give an update on the Christmas Switch on Event and other Christmas Events, and if applicable authorise any expenditure.

The TC informed councillors that the Christmas lights have been purchased, bookings have been made and volunteers need to be organised to erect the lights on 23rd November 2025, assist with the Switch-on event on 29th November and the lights coming down on 4th January 2025.

5736. To give an update on the Mayors Charity Fundraiser.

The football Club will be sending the income raised to Holsworthy Town Council and then split evenly between the charities each receiving half of the funds after expenses. The letter to Lloyd & Whyte will now be sent which they will pay the two charities separately: Museum & Football Club.

5737. To Receive External Committee Updates.

No further external committee updates were received.

5738. To Receive Correspondence – To receive correspondence and make decisions on any actions to be taken on matters arising from these.

The TC informed councillors that the Awards for All grant application was declined as it did not meet their criteria.

The TC also informed councillors of the outcome of the Holsworthy Primary School consultation.

5739. Town Clerk's Report - To receive a report from the Town Clerk for information only.

TDC – Manor Offices Project

HTC members met with TDC at the Market Hall, Holsworthy, to further discuss floor plan designs on October 15th and the project must be completed by March 2027 to receive the £750,000 funding for the project. A final design was agreed at the meeting, and an asbestos survey was conducted at the Manor offices on October 23rd by TDC contractors.

HTC Wishing Well

The lock has now been replaced and Rotary is still to remove their signage.

Presentations

The TC attended an online Clerk conference on October 9th. Presentations included Asset registers, Navigating conflict and bad behaviour, Devolution in action and Audit lessons for Councils.

The TC attended a Devon Assoc Council Clerks/Devon County Council Local government reorganisation presentation on October 20th. What is clear is that no decision is made but there are lots of ideas.

The TC attended a Forecasting and Budgeting workshop for Scribe on October 21st in preparation for the first budget to be completed on the newly implemented HTC financial software.

The TC attended an SLCC workshop on Oct 22nd by Local Gov Solicitor Roger Taylor on Asset transfers. A summary was distributed to members.

Several HTC members requested the zoom link and attended the Torridge District Council Local Government Reorganisation presentation on Nov 7th.

Badock- CCTV

The new CCTV cameras were installed in Badock Gardens November 7- 11th.

Councillor J. Hutchings 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 I. Edwards and agreed. (Unanimous)

Councillor J. Hutchings proposed that the meeting returns to Part 1 and be agreed. This was seconded by Councillor H. Parker and approved. (Unanimous)

5740.Exchange of information - – With permission of the mayor, to exchange information only on any other subject.

Cllr. H. Parker informed councillors that she has attended the recent Local Government Reorganisation (LGR) meeting and gave a brief of the discussions held. There were 78 people attended and a large variety of parishes, the meeting took place in the form of a presentation whereby the 4-7-1 proposal was presented and discussed.

They want to incorporate rural areas and have adapted their proposal to take on board mistakes made during the somerset LGR transition. It was noted that the Government are insisting that there are only 100 councillors on the new unitary council board which would result in less councillors representing each ward.

It was suggested that parishes band together informally. There are also no plans indicating that parish/town councils will be altered. The plans will be published on the 17th, submitted on the 28th and consultations are likely to take place in January/February.

In Summer 2026, the government will state what their proposal is, if councils are not in agreement. The elections for the 'Shadow' council will take place in May 2027 which will be disbanded a year later in 2028. Service hubs in Torridge will remain where they are.

There will be a middle group of representatives to maintain relationships and discuss joint issues however, they will not have power and will act as a consultative committee. Very large patches in representative and maintain relationships.

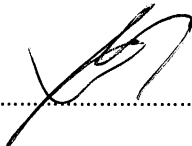
Cllr. L. Piper queried that if reducing the number of councillors representing the community from 300 to 100, will there be better quality of councillors?

Overall, the general feeling of parishes is confusion and concern that parishes will be forgotten and there needs to be a realistic view that works for everyone.

It was noted that in reality, no one knows for certain what it going to happen.

5741.Close

Cllr J. Hutchings closed the meeting at 21:10.

Signed

Dated