



Allison Haywood– Town Clerk/Responsible Financial Officer  
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20<sup>th</sup> February 2026

**To: All Members of the Market Committee.**

You are hereby summoned to attend the meeting of the **Market Committee on Wednesday 25<sup>th</sup> February commencing at 5:30 pm** to be held at **the Market Hall, Holsworthy Square Holsworthy** for the purpose of transacting the following business. In accordance with The Public Bodies (Admissions to Meetings) Act 1960, members of the public and market traders are welcome to attend.

Yours sincerely

**Allison Haywood**  
**Town Clerk**

**Please turn off your mobile phones for the duration of the Meeting**

**Agenda**

1. **Public Open Question Time** – To receive questions from the Public. Each member of the Public may receive up to 3 minutes' time, the session to last no more than 15 minutes in total. Standing orders will be suspended during this session.
2. **Apologies for Absence.** (Please make apologies known to the Town Clerk).
3. **Declarations of Interests** - To receive declarations of personal and prejudicial interests in respect of items on this Agenda.
4. **Minutes of the Last Meeting** – To sign the Minutes of the Market Committee Meetings held on the 28<sup>th</sup> January 2026.
5. **Action Items** – To consider actions arising from the Minutes of 28<sup>th</sup> January 2026 meeting, not already covered by the agenda. For information, only.
6. **To receive an update from the Market Manager.**
7. **Market Accounts** - to discuss the Income and Expenditure for Holsworthy Market.
8. **To discuss and agree communications regarding the status of HTC Market**
9. **To discuss and agree the HTC Market policy moving forward.**

**10. To consider and agree a response to TDC regarding the HTC Manor Court Market proposal.**

**11. Town Clerk's Report.**

**12. Exchange of Information** – With permission of the Chair, to exchange information only on any other subject.

**13. Close.**

**Cllr. Hutchings, Cllr. De Ste Croix, Cllr. Brown, Cllr Edwards & Cllr. Parker**

#### **Holsworthy Town Council - Recording/Filming at Council Meetings**

The Council is committed to openness and transparency in its decision-making. Recording is permitted at Council Meetings that are open to the public. The Council understands that some members of the public attending its meetings may not wish to be recorded. The Chair of the Meeting will ensure, insofar as is possible, that any request not to be recorded is respected.

The rules that the Council will apply are:

1. The recording must be clearly visible to anyone at them Meeting and must not disrupt proceedings. The Council will put signs up at any meeting where it knows recording is taking place.
2. The Chair of the meeting has absolute discretion to stop or suspend recording if, in his/her opinion, continuing to do so would prejudice proceedings at the meeting or if the person recording is in breach of these rules.
3. We will ask for recording to stop if the meeting goes into 'Part 2' where the public is excluded for confidentiality reasons. In such a case, the person filming should leave the room ensuring all recording equipment is taken out of the room with them.
4. Any member of the public has the right not to be recorded. We ensure that agendas for, and signage at, Council Meetings make it clear that recording can take place. Anyone not wishing to be recorded must advise the Chair or Town Clerk at the earliest opportunity.

Those doing the recording must respect the wishes of the members of the public who request not to be recorded.

5. The recording should not be edited in a way that could lead to misinterpretation or misrepresentation of the proceedings or in a way that ridicules or shows a lack of respect for those in the recording. The Council would expect any recording in breach of these rules to be removed from public view.