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**5th May 2026**

**Dear Residents,**

You are hereby summoned to attend **the ANNUAL TOWN'S MEETING**, to be held in **the Memorial Hall, Holsworthy**, on **Wednesday 13<sup>th</sup> May 2026** commencing at **7.00pm**. The meeting will consider the items set out below.

Yours Sincerely

**Allison Haywood**

**Town Clerk**

**ANNUAL TOWN'S MEETING TO BE HELD ON WEDNESDAY 13<sup>th</sup> MAY 2026 AT 7.00PM IN the Memorial Hall, HOLSWORTHY**

**AGENDA**

- 1. Welcome by the Mayor**
- 2. Minutes of the 2025 Town's Meeting, having been read out, are recommended for approval.**
- 3. Annual Report presented by the 2025/26 Mayor**
- 4. To receive any questions and consider any matters raised by Registered Electors within the Town of Holsworthy.**
- 5. Ideas brought forward from the public for Town Projects.**
- 6. Presentations**
- 7. Close.**

## **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.