

Minutes of Council Meeting held on Wednesday, 14th July, 2010 at 7:00pm in the Council Chambers

Present:

Chairman: Cllr. R. Brown

Councillors: Cllrs. R. Buckingham, P. Johns, D. Jose, R. Latty, B. Priddy, D. Smith, E. Squire, M. Barfett and P. Burtenshaw

PC Andy Moakes and PCSO Emma Tomkies

County Cllr. B. Parsons

Acting Town Clerk in attendance

Cllr. Brown welcomed Cllr. Burtenshaw

1858

APOLOGIES FOR ABSENCE

Apologies had been received from Cllrs. Kennedy and Heslip

1859

DECLARATION OF INTERESTS

The Deputy Mayor requested that interests be declared as matters arose.

1860

PUBLIC OPEN QUESTION TIME

No members of the public were present.

Cllr. Brown proposed that the Order of Business be changed, taking Item 9 of the Agenda next. Cllr. Smith seconded the proposal which was carried unanimously. (Vote 9 For. 0 Against. 0 Abstentions).

Cllr. Squire proposed that Standing Orders be suspended. Cllr. Buckingham seconded the proposal which was carried unanimously. (Vote 9 For. 0 Against. 0 Abstentions).

1861

COUNTY COUNCILLOR'S REPORT

Cllr. Parsons expressed his appreciation of the invitations he had received to the Court Leet and the Lunch held on 7th July. He had thoroughly enjoyed the events. He reported that TDC had held its Meeting in Holsworthy on 28th June. Cllr. Parsons said that he is addressing the Planning situation vigorously – he has e-mailed TDC's solicitor with a number of complaints. He expressed his disgust at the way TDC handled the Planning Appeal re. the Catesby proposed development on the Old Showfield and listed many ways in which, he felt, TDC had not addressed the issue properly. He had relayed all his concerns to Hugo Barton, Chair of TDC's Planning Committee.

Cllr. Barfett arrived at 7.07 p.m.

Cllr. Parsons expressed his concerns regarding the future of financial aid from Central Government to Devon; there will be a £3.9 Million cut in the proposed allocated money due to Devon; £3.1 Million of this will be deducted from the budget provided for children and young people's services. This will create enormous difficulties for schools.

On a positive note, it appears that funding for Post Offices at Bridgerule, Ashwater and St. Giles on the Heath will continue, although this has to be confirmed. The Traffic Survey which has cost £16,000 has been completed, although Cllr. Parsons has not yet seen the findings. The Savilles study for the proposed agri-business is nearly complete and hopefully there will be an update for the public by September.

Cllr. Parsons referred to Cllr. Heslip's query re. transport and schools in a previous meeting and confirmed that a review of this subject is taking place.

Cllr. Parsons left the Meeting at 7.20 p.m.

Cllr. Squire proposed that the Meeting return to Standing Orders. Cllr. Buckingham seconded the proposal which was carried unanimously. (Vote 10 For. 0 Against. 0 Abstentions).

1862

POLICE REPORT

Sgt. Channing had sent a Police Report, as follows, which had been circulated to all Cllrs.:
Police Report - June

Crime figures June 2010 10 reported crimes compared to June 2009 25 reported crimes
3 Criminal Damages, 2 Thefts, 1 Affray (Disorder), 1 Assault ABH, 2 possession Cannabis. 1 other. (7 Detected.)

- 1) Criminal Damage to turf in Stanhope Park. Two male Juveniles have been spoken to by officers. Damage has been repaired by offenders, Restorative Justice outcome. Detected
- 2) Theft from shop/stall
Shoplifting incident in Waitrose, 2 bottles of alcohol were taken – suspects not stopped by staff and not known to staff or Police.
- 3) Criminal Damage to Property on the Viaduct at the end of Bodmin Street, Damage to wooden bench, tipped over litter and grit bins, masonry chipped off viaduct and previous racist graffiti reappearing (whatever was used to cover it has worn away!). PCSO Tomkies is currently liaising with Torridge District Council & Highways to address some issues which may prevent repeats.
- 4) Theft, from shop/stall of Champagne bottle from Cooperative store in the Town Centre, male identified by police from CCTV, interviewed and reported for summons to court. Repayment offered. Detected
- 5) Criminal Damage to Vehicle in North Road, repeat victim, no suspect at present, H2H completed with no lines of enquiry identified.
- 6) Affray – male threatening to cause damage to property of another male known to him. On Police arrival offender threatened officers with a hammer and officers used their batons to disarm and arrest him. Male has been charged with Affray. Detected
- 7) Assault – minor assault – all parties known to each other and resolved by way of restorative justice – verbal apology made. Detected
- 8) & 9) Possession of cannabis – 2 males found by Police in possession of small amount of cannabis leaf for personal use – total 2.5grammes. Both detected.
- 10) Confidential. Detected.

As a result of concerns raised and damage caused in park and viaduct a local Police log has been raised for increased patrols in various parts of Holsworthy, including Stanhope Park and Viaduct.

10/11th June – Barnstaple Traffic in area carrying out Hazchem checks on lorries and speed detection/enforcement in North Road – 2 fixed penalty fines issued for speeding and 7 warnings.

26th June – Forcewide Operation – Op Everest – High visibility patrols and Community Speedwatch in this area by local officers, PCSO's and Special Constable Winston – over 400 vehicles speeds recorded within 30mph zones. DVLA notified re one driver re medical issues. 20 drivers given warning/advice for minor speed infringement.

We are looking forward to another excellent St Peters Fair week. Extra Police resources will be on duty throughout the week and this year Sgt Channing has invited the Street Pastors (usually out at weekends in Bideford) who will be out and about on Friday and Saturday evenings 7pm – 2am.

PCSO Tomkies reported that there were 20 crimes committed for the period 1st – 14th July in Holsworthy. The full figures for July would be available for the August Meeting of the Town Council. She confirmed that individuals had been identified and questioned re. the Criminal Damage to the viaduct.

Cllr. Barfett reported incidents of individuals cycling on pavements in Holsworthy Town and asked if the Police could keep an eye out for this.

PC Moakes gave a brief report on the Community Speedwatch. He explained that it is not a replacement for Enforcement. A team of 16 volunteers, who have been vetted, has been set up. 4 sites have been approved, Venn Green, Halwill Junction, St. Giles on the Heath and Clawton. The recording equipment is not the same as that used in incidences where prosecution could take place. Anyone caught speeding by Community Speedwatch would, in the first instance, be spoken to politely, and letter one would be issued. Further infringements would mean letter two being issued and then even further infringements would result in penalty tickets/points being issued. PC Moakes emphasised that the safety of volunteers is paramount, that the teams would be made up of no less than 3 people (always including a member of the Police Force). Volunteers are still required and PC Moakes is happy to go to into schools to explain the scheme.

1863

COUNCIL MEETING MINUTES

Minutes of the Council Meeting held on 2nd June, 2010 had previously been circulated. Cllr. Jose proposed that the Minutes of the Council Meeting held on 2nd June, 2010, be approved. This was seconded by Cllr. Priddy and agreed. (Vote 9 For. 0 Against. 1 Abstention).

1864

MATTERS ARISING

There were no matters arising.

1865

MAYOR'S ANNOUNCEMENTS

Cllr. Brown, The Mayor, reported that he had attended the following:

A trip to Bideford for Mayor's installation, he thanked Cllr. Squire for accompanying him.

He was appointed Chairman for Area Advisory Meeting.

Attended the Ruby run start and finish – with Portreeve and Mayor of Hatherleigh and handed out prizes.

Attended Holsworthy Area Senior Council Meeting

Attended a 'Harvesting the Future' Steering Group

Attended the Vintage Rally which was excellent

Attended a Full Meeting (in Holsworthy) of TDC and raised Planning concerns

The Mayor congratulated Mrs. Pam Johns on becoming President of Holsworthy Rotary Club

The Mayor chaired Highways' Committee Meeting

Fair week started in The Square on Saturday, 3rd July. The Mayor attended the Civic Service and commented on the poor Council turn out and thanked all those who had attended.

He attended the Court Leet; The Holsworthy Cattle Market & prize giving.; the Pretty Maid Ceremony and Fair Luncheon and visited Old People's homes in afternoon and the Pretty Maid Tea.

The Mayor judged the Holsworthy in Bloom contest with the Portreeve, Russell Dymond and Courtney Drew. He thanked the ATC for her work and commented on the high standard of the entries. He also delivered a garden voucher to the School whilst attending the Green Flag raising ceremony (Green Environmentally friendly).

He delivered Prizes to Holsworthy in Bloom winners; attended Lions Pram race and the last night in the Square. On Sunday, 11th July he attended the Methodist Songs of Praise.

He thanked the Police, Fair Committee and all involved in St. Peters Fair Week and special thanks to Cllr. Squire and Acting Town Clerk for all their help on Fair Day.

The Mayor attended the Holsworthy Hamlets AGM.

1866

ACCOUNTS DUE FOR PAYMENT AND BUDGET REVIEW

Cllr. Jose, Chairman of the F&GP Committee, went through accounts due for payment:

HOLSWORTHY TOWN COUNCIL - JUNE TO BE PAID IN JULY 2010

COUNCIL EXPENDITURE

Date	Pay To	Voucher	Gross	Nett	VAT	Reason
10.06.10	BT Payment Services Ltd	105403	£20.90	£18.24	£2.66	Rental charges
10.06.10	EDF Energy Customers PLC	105404	£40.46	£38.53	£1.93	Electricity The Square
14.06.10	EDF Energy Customers PLC	105405	£5.00	£5.00		Electric. Sun Lounge - RFO authorised
17.06.10	Zurich Insurance PLC	105406	£1,419.65	£1,419.65		Annual Insurance 2010/2011

21.06.10	Jag Signs	105407	£177.66	£151.20	£26.46	Signs for Badock Gardens
30.06.10	C. March	105408	£90.00	£90.00		Annual webspace rental & domain reg
30.06.10	Viking Direct	105409	£85.17	£72.49	£12.68	Stationery
30.06.10	C. Drew	105410	£30.00	£30.00		Maintenance Parish Path
30.06.10	South West Regional Board	105411	£293.75	£250.00	£43.75	Affiliate Membership 2010/2011
30.06.10	Holsworthy Army Cadet Force	105412	£75.00	£75.00		Delivery Summer Newsletter
30.06.10	Concorde Copiers	105413	£178.48	£151.90	£26.58	Copies Taken
30.06.10	C. Drew	105414	£503.96	£503.96		Maintenance Badock/Stanhope Park
30.06.10	H. Maunder	105415	£257.25	£257.25		Market Storage
30.06.10	D. Seaton	105416	£214.10	£214.10		Plants & Materials for Troughs, etc.
30.06.10	M. Fenner & S. Cole	105417 & 105418	£832.62	£832.62		Salaries
30.06.10	Cash	105419	£85.41	£85.41		Petty Cash
14.07.10	HM Revenue & Customs	105420	£518.01	£518.01		PAYE & NI
14.07.10	M.A. Rogers	105421	£25.00	£25.00		Cleaning of Mayor's Robe
14.07.10	F.G. Stacey	105422	£155.10	£132.00	£23.10	Posts re. verge outside Badock
TOTAL			£5,007.52	£4,870.36	£137.16	

PETTY CASH

Date

24.05.10	Window Cleaning		£8.00	£8.00		
27.05.10	Stamps		£7.68	£7.68		
02.06.10	Water CI Mtg		£1.60	£1.60		
07.06.10	Stamps		£10.38	£10.38		
08.06.10	Milk		£0.49	£0.49		
17.06.10	Coffee, Milk		£3.38	£3.38		
17.06.10	Recorded delivery - audit comm.		£1.70	£1.70		
18.08.10	Stamps		£7.68	£7.68		
22.06.10	Window Cleaning		£8.00	£8.00		
24.06.10	Black bags - shredder		£1.50	£1.50		
24.06.10	Garden vouchers - Hls in Bloom		£35.00	£35.00		

TOTAL

£85.41 £85.41

COUNCIL RECEIPTS

Date	Paid By	Council	Nett	VAT	Reason
01.06.10	BACS	£4.69	£4.69		Interest War stock
01.06.10	BACS	£20.00	£20.00		Newsletter
02.06.10	Cash	£173.43	£173.43		Market Takings
10.06.10	Cheque	£75.00	£75.00		Newsletter
10.06.10	Cash	£10.00	£10.00		Newsletter
10.06.10	Cash	£86.77	£86.77		Market Takings
10.06.10	BACS	£15.00	£15.00		Newsletter
15.06.10	Cheque	£415.00	£415.00		Rent Penroses Terrace
15.06.10	Cheques	£80.00	£80.00		Newsletter
15.06.10	Cash	£20.00	£20.00		Newsletter
16.06.10	Cash	£125.37	£125.37		Market Takings
16.06.10	Cash	£10.00	£10.00		Newsletter
16.06.10	Cheque	£10.00	£10.00		Newsletter
24.06.10	Cheques	£45.00	£45.00		Newsletter
24.06.10	Cash	£120.53	£120.53		Market Takings
TOTAL			£1,210.79	£1,210.79	

Cllr. Jose asked if there were any questions. There being none, Cllr. Jose proposed the payments be approved. This was seconded by Cllr. Priddy and unanimously agreed. (Vote 10 For. 0 Against. 0 Abstentions). Cllr. Jose went through the General Budget today.

1867

TO RECEIVE, AND TO RATIFY THE DECISIONS THEREIN, THE MINUTES OF THE FOLLOWING COMMITTEE MEETINGS: -

a) Market

9th June 2010

b)	Parks	16th June 2010
c)	Planning	22nd June and 13th July 2010
d)	Market Liaison	23rd June 2010
e)	Highways	29th June 2010
f)	F&GP	30th June 2010

The Minutes, with the exception of the Planning Meeting dated 13th July, 2010 had previously been circulated. The Planning Meeting minutes of the 13th July, were circulated at the Meeting.

Cllr. Johns gave a brief report on the 'themed' market which had taken place on 7th July. £629.05 had been raised for the Children's Hospice SW. Cllr. Squire proposed that a letter of thanks be sent to the Market Liaison Committee for organising the event. Cllr. Buckingham seconded the proposal which was carried unanimously. (Vote 10 For. 0 Against. 0 Abstentions).

Cllr. Priddy commented that Mr. Baker had done an excellent job and had worked extremely hard to make the day a success. He proposed that a separate letter of thanks be sent to Mr. Baker. Cllr. Jose seconded the proposal which was carried unanimously. (Vote 10 For. 0 Against. 0 Abstentions).

Cllr. Johns said that it is hoped to hold a similar event on the 8th December (late night shopping) with a winter theme and this would be discussed at a Market's Liaison Meeting to be held on 11th August, 2010.

Cllr. Smith explained Item 64 of the F&GP Minutes regarding re-examination of the Council's assets. Cllr. Kennedy had obtained details of a valuer. Cllr. Smith proposed that the F&GP Committee go through the assets register and decide which items should be revalued, at which time he would contact the valuer to make an appointment for a valuation to take place. Cllr. Jose seconded the proposal which was carried unanimously. (Vote 10 For. 0 Against. 0 Abstentions).

Cllr. Brown asked if there were any questions regarding the Minutes of the various Committees. Cllr. Brown proposed that the Minutes of the Committees be approved and ratified. The proposal was seconded by Cllr. Latty and unanimously agreed. (Vote 10 For. 0 Against. 0 Abstentions).

1868

TO DISCUSS A PROPOSAL FROM THE PLANNING COMMITTEE REGARDING A RESPONSE TO THE PLANNING INSPECTOR'S DECISION REGARDING THE FORMER SHOWFIELD

After a brief discussion Cllr. Squire proposed that the proposal from the Planning Committee be carried out, the letter being compiled by Cllrs. Parsons, Brown, Smith and Johns. Cllr. Barfett seconded the proposal which was carried unanimously. (Vote 10 For. 0 Against. 0 Abstentions).

Cllr. Barfett proposed that Items 12 and 13 of the Agenda be discussed together. Cllr. Squire seconded the proposal which was carried unanimously. (Vote 10 For. 0 Against. 0 Abstentions).

1869

TO DISCUSS THE CLEANING OF CERTAIN AREAS OWNED BY TDC IN THE TOWN and

1870

TO DISCUSS THE POSSIBILITY OF CLLRS. FAMILIARISING THEMSELVES WITH THE PARISH PATHS AND OTHER LOCATIONS WITHIN THE TOWN

Cllr. Barfett explained that certain areas of Holsworthy, in particular the toilets and bus shelter, were in a dreadful condition. She had been approached by a resident who wanted to organise a petition regarding the condition of the toilets. Cllr. Brown made the comment that no noticeable improvements had taken place since 1957. Cllr. Barfett proposed that letters of complaint be sent to TDC (A. Waite Corporate Property Manager R. Haste, Services Manager). Cllr. Squire seconded the proposal which was carried unanimously. (Vote 10 For. 0 Against. 0 Abstentions).

Cllr. Barfett explained that she felt it would be a good idea for Cllrs. to familiarise themselves with the Parish Paths and other areas of the town. Cllr. Brown proposed that Cllrs. wishing to walk locations within the Town with Cllr. Barfett contact her, and that the walk also encompass detailing any areas of the Town which, it was felt, required attention. Cllr. Barfett seconded the proposal which was unanimously agreed. (Vote 10 For. 0 Against. 0 Abstentions)

1871

TO DISCUSS A PROPOSAL FROM THE HIGHWAYS' COMMITTEE REGARDING THE JUNCTION OF BODMIN STREET AND CROFT ROAD

Cllr. Brown explained this Item. After discussion, Cllr. Johns proposed that a letter be sent to the owner of the site, asking, if it were possible to locate a bollard on the pavement, to prevent damage to his canopy, he would be willing to remove the machinery causing pedestrians to walk in the road. Cllr. Priddy seconded the proposal which was unanimously agreed. (Vote 10 For. 0 Against. 0 Abstentions).

1872

TO DISCUSS A PROPOSAL FROM THE HIGHWAYS' COMMITTEE TO WRITE TO GEOFFREY COX M.P. REGARDING THE DISCREPANCY BETWEEN THE FUNDING RECEIVED BY CORNWALL COUNTY COUNCIL AND DEVON COUNTY COUNCIL

Cllr. Brown explained this Item. After discussion, Cllr. Smith proposed that the Highways' Committee's proposal be agreed. Cllr. Jose seconded the proposal which was carried unanimously. (Vote 10 For. 0 Against. 0 Abstentions).

1873

TO DISCUSS A RECOMMENDATION FROM THE F&GP COMMITTEE TO TAKE DOWN THE FLAGPOLES

Cllr. Jose explained this Item. The ATC informed the Meeting that she had received a quotation for the dismantling of the flagpoles, from Courtney Drew, which amounted to £120 for dismantling and £30 for disposal. Cllr. Jose proposed that the recommendation from the F&GP Committee to take down the flagpoles be agreed. Cllr. Latty seconded the proposal which was carried. (Vote 8 For. 1 Against. 1 Abstention).

1874

TO DISCUSS A RECOMMENDATION FROM THE F&GP COMMITTEE TO ACCEPT A QUOTATION FROM CHRISTINE MARCH TO MAINTAIN THE HOLSWORTHY TOWN COUNCIL WEBSITE

The ATC explained this Item. After discussion, Cllr. Jose proposed that the recommendation of the F&GP Committee to accept the quotation from Mrs. March to maintain Holsworthy Town Council's Website be agreed. Cllr. Priddy seconded the proposal which was carried unanimously. (Vote 10 For. 0 Against. 0 Abstentions).

1875

TO DISCUSS THE TWO CONCESSIONARY FREE PARKING DAYS PROVIDED BY TDC

The ATC explained this item; there are actually three concessionary parking days available – one always being Remembrance Sunday. After discussion Cllr. Jose proposed that one concessionary day take place on 22nd September, 2010. (The Police are holding the annual Fun Day at the Community College on this date), and one take place on 8th December, 2010 (Late Night Shopping will take place on this date). Cllr. Johns seconded the proposal which was carried unanimously. (Vote 10 For. 0 Against. 0 Abstentions).

1876

TO DISCUSS REPAIRS AND IMPROVEMENTS TO THE CRICKET PAVILION IN STANHOPE PARK

Cllr. Brown gave a brief report regarding this Item (see Parks' Minutes dated 16th June 2010 Item 43). The ATC reported that she had asked T. Jollow to provide a quotation to the Council for repairs to the roof. After discussion, Cllr. Latty proposed that representatives of the Cricket Club be invited to the September Parks' Committee Meeting. Cllr. Johns seconded the proposal which was carried unanimously. (Vote 10 For. 0 Against. 0 Abstentions). Cllr. Brown pointed out that any Cllr. may attend any Committee Meeting.

1877

TO RECEIVE CORRESPONDENCE

The list of correspondence for June had been circulated with the Agenda. The list for July, up to 14th, had been circulated at the Meeting.

Correspondence Received – June 2010

1. Plandscape – reply re. our complaint about dog and litter bins
2. Sgt. Channing – reply re. drug offences in Holsworthy (copies to Cllrs)
3. TDC – Supply of Agendas & restructure of PPR Cttee.
4. S. Toon – price for reserved parking for dignitaries St. Peter's lunch
5. LGE – monthly update

6. EDF – confirmation of visit to change meter Sun Lounge
7. Concorde Copier – quotations re copier **(F&GP file)**
8. Barclays – Account Statement **(to Cllr. Smith and in file)**
9. Skipton BS – changes to Investment Account **(to Cllr. Smith and in file)**
10. C. March – website address
11. B. Pedrick – Highways Meeting
12. Swinton Insurance – Penroses Terrace renewed
13. Cllr. Johns – Highways issues for 29th June mtg **(copy in Highway's file)**
14. DCC – Street Lighting part-night policy **(copy F&GP file)**
15. Zurich Insurance – renewal notice **(original to D. Smith)**
16. Age Concern – invitation to all Cllrs. opening event 15th June
17. Court Leet – no. Seats reserved required
18. Freedom of Info Act – request for info.
19. C. Dalley – complaint
20. TDC – Update of Register of Electors
21. Cllr. Kennedy – re. C Dalley's complaint e-mail
22. A. Chick – Senior Council – request to use image on Council's website **(to be discussed at F&GP)**
23. L. Smith – RFO voting
24. B. Wills-Pope – details of event – Cllr. Brown declined invite
25. Plandscape – quote for work on trees at Badock **(copy to Parks Cttee)**
26. TDC – dog bin quote
27. Cllr. Brown – re. C. Dalley's e-mail re. Standards Board
28. K. Miles – TDC – complaint on behalf of C. Dalley
29. C. Marsh – Website maintenance quote **(copy to F&GP)**
30. C. Marsh – re domain name and why not holsworthy.gov.uk
31. Ruby Country – invite bbq **(circulated to Cllrs)**
32. L. Curtis – confirmation that Museum will pay half of Cinema on Wheels – markets
33. G. Medone – request to play classical guitar in streets.
34. TDC – Agenda Licensing Cttee – 17th June **(landing)**
35. SLCC – Devon Newsletter June 2010
36. B. Francis – TDC – green infrastructure strategy invite
37. Cllr. Heslip – grass cutting in the park
38. Cllr. Heslip – item on Parks' Meeting 16th June
39. C. Kidby – DCC Highways – Meeting 29th June
40. Bude Canal Trust – invite to open day **(circulated to all Cllrs)**
41. TDC – Community & Resources Cttee – Agenda 14th June **(landing)**
42. S. Molton – invite to Mayor's Charity Evening – 26th June **(copy to Cllr. Brown)**
43. Cllr. M. Brown TDC – invite to ceremony re. Armed Forces Week **(copy to Cllr. Brown)**
44. LCR – Summer edition **(landing)**
45. Cllr. Heslip – grass cutting in park (2)
46. Fr. Reynolds – confirmation of standing outside Belfry Door, Pretty Maid
47. Rural Services Newsletter
48. DCC Highways – rep. To attend Highways' Mtg. 29th June
49. T. Hine – request for folklore info – suggested Museum
50. M. Heslip – grass cutting park
51. M. Heslip – grass cutting
52. DCC – In touch monthly newsletter
53. LGE – update – vetting & barring – young children
54. Fr. Reynolds – invite to Civic Service
55. Zurich Insurance – renewal 2010/2011 **(original in Insurance file)**
56. PC Brown – new opening times – for placing in newsletter
57. Parish Paths – Questionnaire/newsletter Spring 2010 – **(copy to Cllr. Barfett and original in file)**
58. DAPC – Community project – opportunity to win £1000 **(forwarded to Cllrs. Buckingham & Heslip)**
59. TDC – Housing & Council Tax Benefit – poster
60. GM Planning Services – M. Bailey/G. Making – new business
61. St. Peter's Fair Programme – 2010
62. Rural Services – weekly update
63. DALC – Empowering Communities in Devon **(booked Cllrs. Brown & Smith)**
64. C. March – correcting errors on website free of charge
65. Knight, Kavanagh & Page – consultants on Leisure for TDC – questionnaire **(to F&GP)**

66. TDC – Council Mtg. Holsworthy 28th June (**landing**)
67. Halwill village news
68. Hls Primary School – invite to Green Flag Award celebration (see report)
69. DALC – proposed Council Tax freeze
70. Children’s Centre – annual fun day 14th July
71. TDC – Addendum to Agenda for Council Mtg. 28th June (**landing**)
72. Devon Wide sustainable Housing – Recession Impact Campaign – poster
73. Clerks & Councils Direct – July edition (**landing**)
74. Police Authority Liaison Mtg. – 13th July – poster
75. Barnstaple Town Council – invite Fair Proclamation Ceremony (**copy Cllr. Brown**)
76. J. Cann – problems **Gr. Oak Meadow**
77. SW Councils – LGE re. state pension age
78. Rural Services – weekly newsletter
79. SW Councils – Government Pay Policy
80. LGE – State pension
81. P. Beer – Lift Market Hall
82. P. Johns – Chamber of Trade – accepting shopping bags
83. N. McCarthy – newsletter ad
84. Anonymous – private land at off Trewyn Road overgrown
85. North Devon Council – workshop Landscape character assess. of TDC
86. T. Nicholls – Licensing – TDC
87. Chamber of Trade Minutes – 23rd June
88. LGE – monthly update

The ATC drew Cllrs. attention to the highlighted items.

Item 84 – The ATC has asked Mr. Drew to tidy the area up.

Correspondence Sent – June 2010

1. Plandscape – litter & dog bin emptying
2. C. Cornish – non availability of ticket for Mr. Prideaux
3. P. Burtenshaw – cooption success
4. M. Prentice – cooption
5. C. Le-Roy cooption
6. D. Blackman – Specotts – nomination of Cllr. Brown as rep.
7. P. Hunter TDC – Elections officer – notification of cooption
8. Football Club – queries from Parks re. gate and rubbish
9. Rev. Reynolds – seats outside Church Pretty Maid Ceremony
10. C. Kidby – DCC – Highways Meeting
11. B. Pedrick – Highways Meeting.
12. All Advertisers Newsletter – cease advertising
13. N. Clark Court Leet – reserving seats
14. Memo – Highways Cttee – street lighting
15. Cllr. Priddy – Holsworthy sign
16. Freedom of Info Act – replying to request for info.
17. J. Harvey – Cadets – informing of ceasing distribution
18. C. Dalley – reply re. complaint
19. L. Smith – DALC re. RFO and voting
20. B. Wills-Pope – re. erroneous letter re. event Cllr. Brown declined
21. C. Dalley – re. complaint
22. C. Marsh – asking for re. quote
23. M. James TDC – Dog bins – ordering 1 dog bin (Stanhope Park) authorised by Cllr. Brown
24. Age Concern – reply re. invite to Social Fitness Opening – Cllr. Burtenshaw to attend
25. L. Curtis – ‘Cinema on Wheels’ – Market’s Committee
26. Cllr. Johns – various inc. C of T and ‘Cinema on Wheels’
27. G. Medone – holding e-mail re. guitar playing
28. C. March – holding e-mail re. website
29. L. Curtis – holding e-mail re. cinema on wheels
30. Cllr. Johns – cinema on wheels and Market minutes
31. B. Francis – Green infrastructure – declining invite
32. Cllr. Heslip – reply re. item on Parks Agenda
33. Cllr. Heslip – grass cutting Park
34. Cllr. Latty – chair of Parks – updating for Mtg.
35. HSBC – update Mandate
36. T. Hine – reply re. folklore

37. Cllr. Heslip – grass cutting
38. J. Cole – invite to Cllr. Brown re. Armed Forces Week from Cllr. M. Brown TDC
39. Memo and e-mail all Cllrs. re. Civic Service/TDC Meeting 28th June
40. Audit Commission – returning Audit Return + documentation (**copies in file**)
41. T. Nicholls – TDC Licensing – Bowling Club holding occasional licence
42. Contributors to Newsletter – informing of new layout and deadline
43. Parish Paths – returning questionnaire
44. C. March – updating website – wrong info. Re Medical Centre
45. D. Rowlands – invite to themed market.
46. DALC – booking for Okehampton event for Cllrs. Brown and Smith
47. Licensing dept. TDC – street charity collections
48. Hls Primary School – accepting invite re. green flag and judging Hls in Bloom
49. TDC – Planning – recommendations from Planning Cttee – (3)
50. Hls. Primary – declining invite (Cllr. Kennedy) re. green flag award
51. Plandscape – accepting quote re. trees Badock
52. Mrs. Cann – replying re problems at Gt. Oak Meadow
53. R. Webster – Environment & Public Health TDC – 52. Above
54. K. Chapman – Revenue & Benefits – 52. Above
55. DCC – Education Dept. – 52. above
56. N. McCarthy – newsletter ad.

The ATC drew Cllrs. attention to the highlighted items.

Item 41 – Cllr. Brown provided the background to this letter.

Correspondence Received – up to 14th July 2010

1. Devon Talk – Summer edition (**landing**)
2. P. Johns – C of T re. concessionary parking days 8th Dec preferred
3. T. Nicholls – TDC licensing – re. Stanhope Park
4. TDC Benefits – acknowledging receipt of Mrs. Cann's letter
5. Bude Council – Accepting invitation
6. Barnstaple – declining invite
7. DALC – newsletter (**circulated to all Cllrs**)
8. TDC – Electoral Register update
9. Senior Council newsletter (**landing**)
10. TDC – J. Brooks – TDC allocation process for rural exception sites (**Cllr. Johns?**)
11. DALC – Being a Good Employer Booklet (**Office filing cabinet**)
12. R. Deitch – Food & Drink Event – Cookworthy Forest Centre
13. R. Webster – TDC – J. Cann Gt. Oak Meadow letter (52. of June)
14. Rural Services – weekly newsletter
15. S. Toon – stats. Of penalty notices issued 08/09
16. Mrs. Weeks – overgrow pavement etc.
17. DCC – Highways' Surgery 21st
18. P. Beer TDC – street name
19. Cllr. Kennedy – info. Re insurance valuations (**copy to RFO**)
20. Charity Commission – newsletter now on line
21. TDC – Communities for renewable – wind farms
22. TDC – Standards Cttee Agenda 16th July (**landing**)
23. T. Hannaford – quote for taking down Welcome to Holsworthy Sign (**P. Johns sec. of C of T informed**)
24. Cllr. Parsons – thank you re. Court Leet and Lunch invite
25. Cllr. Squire – suggestion for Street name
26. Cllr. Brown – suggestion for Street name
27. SW Councils – intention of the Government's policy re. public sector pay
28. Ruby Country – newsletter
29. P. Cottle – Cricket Club re. Pavilion (**copies to Parks' Cttee and in file**)
30. DCC – monthly newsletter
31. DCC – print out of identified repairs from winter damage grant (**circulated to Cllrs**)
32. S. Willetts – Halwill village news

The ATC drew Cllrs. attention to the highlighted items.

Item 10 – The ATC will provide Cllr. Johns with a copy

Item 23 – A copy of the quotation has been sent to Cllr. Johns in her capacity as Secretary to the Chamber of Trade. The ATC was asked to reply to Mr. Hannaford.

Correspondence Sent – up to 14th July 2010

1. Senior Council – permission to use image of Square
2. P. Johns – C of T – concessionary parking days
3. TDC Licensing – Stanhope Park follow up
4. Bude Council – invite to Heritage Day
5. Mr. Muller – J. Cann's letter re. Gt. Oak Meadow and teacher's car park
6. All advertisers – sponsorship
7. Cllrs. enc. Police Report
8. G. Norman – confirming invite to Parks Mtg. 21st
9. Mrs. Weeks – informing forwarding letter to Highways
10. B. Pedrick – copy of Mrs. Weeks letter
11. Cllrs. – circulated e-mail re. street name
12. P. Johns – C of T – re. quote for taking down Welcome sign
13. Children's Hospice – cheque re. themed market
14. Cllr. Latty – Stanhope Pavilion – also to members of Parks Committee
15. Invoice chasers

The ATC drew Cllrs. attention to the highlighted items.

1878

ACTING TOWN CLERK'S REPORT

The ATC reported as follows:

- It is planned, by TDC, that the refurbishment of the Market Hall and Council Chambers will take place commencing in September and will last into November.
- It is planned, by TDC, that the lift to the Market Hall and Council Chambers will be repaired during August.
- DCC are holding a Highways' Surgery in Suite B, Council Offices, Holsworthy on 21st July, 2010 from 10.00 a.m. – 12.00 p.m.
- The Mayor and ATC have had a short discussion regarding a change in the format of the annual 'civic event' held by the Council. Cllr. Brown explained that he felt it was a subject that required discussion by the full Council. The ATC will place this on the Agenda for the September Council Meeting.
- The ATC had circulated an e-mail received from Pete Beer (Item 18 of July received correspondence) regarding a street name for the new development on the Old Showfield past Dobles Close, and had asked Cllrs. to give some thought to this. Cllr. Squire had suggested Bray Park and Cllr. Brown had suggested Craddock Close (Items 25 and 26 of July received). After discussion, Cllr. Brown proposed that both suggestions be sent to TDC, but to point out that the Council was vehemently against Exhibition Way (suggestion of the Developer). Cllr. Barfett seconded the proposal which was carried unanimously. (Vote 10 For. 0 Against. 0 Abstentions).
- The ATC had circulated copies of statistics received from S. Toon regarding penalty notices issued in Holsworthy for the period 2008/2009. She had also circulated information from DCC Highways regarding repairs identified which will receive a share of the £3.6 million winter damage grant, together with notification of money to be received by DCC for repairing potholes.
- Cllr. Brown had provided the ATC with a copy of TDC's 2010/2011 Annual Budget/Fees/Charges, the Health Profile for Torridge and the 2011 Census Cllrs. Handbook – these are available to Cllrs. in the Council Offices.
- The ATC would like to profile one Cllr. for each Newsletter edition; brief background details on the Cllr. and, hopefully, some amusing answers to questions put. It would not be compulsory for Cllrs. to co-operate.

1879

DISTRICT COUNCILLOR'S REPORT

Cllr. Johns reported that she had attended a meeting of the Harvesting the Future Steering Group – this is progressing nicely. It is hoped that an update will be made available to the general public by September. She had attended a meeting of the Overview and Scrutiny External Committee, aspects of health/education/crime and disorder/affordable housing were discussed. She had also attending an informal meeting with Geoffrey Cox M.P. and James Morrish, the problems facing Town Centres i.e. empty shops, etc. This is an ongoing subject.

1880

EXCHANGE OF INFORMATION

There was no exchange of information.

Cllr. Jose 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 be temporarily excluded and they be instructed to withdraw. This was seconded by Cllr. Barfett. (Vote 10 For. 0 Against. 0 Abstentions).

Mrs. Fenner left the room.

1881

TO DISCUSS A PROPOSAL FROM THE FINANCE & GENERAL PURPOSES COMMITTEE IN RELATION TO CHANGES IN THE CONTRACT OF THE ACTING TOWN CLERK

The Chairman read the contents of an e-mail received from South West Employers with their recommendations regarding the revised salary and holiday entitlement of the Acting Town Clerk. Following a very brief discussion Cllr Johns proposed and Cllr Jose seconded the proposal that these recommendations be adopted and the salary back dated to the beginning of April 2010. All in favour.

Mrs. Fenner returned to the room.

1882

TO DISCUSS AN INFORMAL MEETING HELD WITH REPRESENTATIVES OF MAGPIE/RBL

Cllr. Jose explained the background to this Item. After discussion, Cllr. Smith proposed that Holsworthy Town Council allow Magpie/RBL Club to pay its annual rent on a monthly basis; this to comprise of £300 in the first month and £200 each month thereafter. This to commence in August, the due date of the annual rent. Cllr. Johns seconded the proposal which was carried unanimously. (Vote 10 For. 0 Against. 0 Abstentions). The ATC was instructed to write to the Club informing them of this.

1883

CLOSE

The Mayor formally closed the Meeting at 9.30 p.m.

Signature

Date