

Minutes of Council Meeting held on Wednesday, 3rd March, 2010 at 7:00pm in the Council Chambers

Present:

Chairman: Cllr. E. Squire

Councillors: Cllrs R. Buckingham, B. Priddy, D. Smith, P. Johns, R. Brown, R. Latty, D. Jose, M. Barfett, R. Kennedy and M Heslip

Assistant to the Town Clerk in attendance

PC M. Brown

1755

APOLOGIES FOR ABSENCE

Cllr. R. Brown would be late. County Cllr. B. Parsons

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DECLARATION OF INTERESTS

The Mayor requested that interests be declared as matters arose.

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PUBLIC OPEN QUESTION TIME

No matters arose.

1758

POLICE REPORT

PC Mandy Brown reported 12 crimes had taken place in the month of February as follows:

3 x Assault – domestic

1 Burglary – domestic related

1 Criminal Damage

1 x Theft

1 x Unauthorised taking of vehicle

1 x Possession of Cannabis

2 x Shoplifting

1 x Criminal Damage – vehicle

1 x Fraud

PC Brown also reported that the Orchard family, once again, had photos taken from gravestones, between 18th February and 3rd March 2010. She said that this was obviously very distressing. The J9 launch had gone extremely well and the project is now up and running. Once again a 'mini' Police Station had been set up in the Community College last week and had been very successful. The Police are hoping to do this on a monthly basis. Litter picking near Waitrose and the Viaduct had taken place and as people were volunteering to do this, it is hoped that another 'pick' will take place shortly. PC Brown invited Councillors to join this. Cllr. Barfett asked PC Brown if she would let the Town Clerk know when the next litter pick will next take place. PC Brown agreed to do this.

Cllr. Brown arrived at 7.07 p.m.

Cllr. Squire asked if Cllrs. had any questions for PC Brown. Cllr. Smith asked for news on a replacement for PCSO Elston. PC Brown said that it is hoped a replacement will be in post by the end of June. Cllr. Squire thanked PC Brown for her report and the PC left at 7.09 p.m.

1759

COUNCIL MEETING MINUTES

Minutes of the Council Meeting held on 3rd February, 2010 had previously been circulated. Cllr. Latty proposed that the Minutes of the Council Meeting held on 3rd February, 2010 be approved. This was seconded by Cllr. Buckingham and agreed. (Vote 8 For. 0 Against. 3 Abstentions).

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MATTERS ARISING

There were no matters arising.

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MAYOR'S ANNOUNCEMENTS

The Mayor announced that she had received a letter of resignation, from Cllr. B. Harris, effective immediately. She had attended the Police Liaison Meeting in Market Hall which had been very interesting and the J9 launch which had been very well supported and had left participants with a lot to think about. She reminded Cllrs. of the Emergency Support Session which will take place on Thursday, 4th March in the Market Hall between 6.00 p.m. and 8.00 p.m. The Mayor said she wished to bring to Cllrs. attention the lack of response to requests for information made by the Town Clerk to all Cllrs. She requested, that in future, they are vigilant in replying to requests from the Town Clerk

1762

COUNTY COUNCILLOR'S REPORT

There was no Report, as Cllr. Parson's had sent his apologies.

1763

ACCOUNTS DUE FOR PAYMENT AND BUDGET REVIEW**HOLSWORTHY TOWN COUNCIL - FEBRUARY TO BE PAID IN MARCH 2010**

COUNCIL EXPENDITURE						
Date	Pay To	Voucher	Gross	Nett	VAT	Reason
09.02.10	BT Payment Services Ltd	105317	£20.90	£18.24	£2.66	Rental charges
17.02.10	C. Baker	105318	£134.82	£134.82		Market Manager's Fees (2 weeks)
24.02.10	C.Dalley, M. Fenner, S. Cole	105319-105321	£1,960.29	£1,960.29		Salaries
24.02.10	Ultimate Finance Ltd	105322	£9.44	£8.03	£1.41	Call charges
24.02.10	C. Baker	105323	£63.83	£63.83		Market Manager's fee
01.03.10	South West Regional Board	105324	£102.81	£87.50	£15.31	Membership SW Provincial Council
03.03.10	DAPC	105325	£47.00	£40.00	£7.00	Training Clerk Rising to the Challenge
03.03.10	DAPC	105326	£25.00	£25.00		Copy of Standing Orders for Local Councils
03.03.10	Concorde Copiers	105327	£10.52	£8.95	£1.57	Copies taken
03.03.10	Tamar Trading Co. Ltd.	105328	£43.00	£36.59	£6.41	Maintenance for Market Stalls
03.03.10	Coodes	105329	£6.76		£6.76	VAT re. invoice re. transfer of land
03.03.10	A. Stewart	105330	£35.25	£30.00	£5.25	Repair water leak, cleaning, Pavilion Stanhope
03.03.10	C. Drew	105331	£465.62	£465.62		Maintenance Badock and Stanhope
03.03.10	Cash	105332	£34.47	£34.47		Petty Cash
03.03.10	South West Water Ltd	105333	£8.28	£8.28		Water - cricket pavilion/toilets Stanhope
03.03.10	Torrige District Council	105334	£7,656.44	£6,516.12	£1,140.32	Grounds maintenance 2009/2010 Stanhope
03.03.10	H. Maunder	105335	£257.25	£257.25		Market storage
TOTAL			£10,624.43	£9,437.74	£1,186.69	

PETTY CASH

Date			
25.01.10	Window Cleaning	£8.00	£8.00
26.01.10	Milk	£0.49	£0.49
29.01.10	Newspapers	£1.45	£1.45
01.02.10	Milk	£0.85	£0.85
01.02.10	Battery - phone	£4.00	£4.00
04.02.10	Newspapers	£1.45	£1.45
09.02.10	Milk	£0.91	£0.91
10.02.10	Stamps	£6.42	£6.42
11.02.10	Newspapers	£1.45	£1.45
18.02.10	Newspapers	£1.45	£1.45
23.02.10	Window Cleaning	£8.00	£8.00
TOTAL		£34.47	£34.47

COUNCIL RECEIPTS

Date	Paid By	Council	Nett	VAT	Reason
12.02.10	Cheque	£1,250.00	£1,250.00		Rent - Magpie RBL
18.02.10	Cheque	£415.00	£415.00		Rent - Penroses Terrace

Cllr. Jose went through the accounts to be paid and asked if there were any queries. There being none, Cllr. Jose proposed the payments be approved. This was seconded by Cllr. Buckingham and the payments were unanimously accepted. (Vote 11 For. 0 Against. 0 Abstentions).

Cllr. Squire reported that the St. Peter and Paul's Sunday Club was dwindling in numbers and a representative had approached her with a request that the grant awarded to them for 2010/2011, of £100, be held in abeyance until such time as the Club is being used more. It was agreed that this should be passed to the F & GP Committee for consideration.

1764

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

a)	Newsletter	9th February 2010
b)	Market's	10th February 2010
c)	Parks'	17th February 2010
d)	Finance & General Purposes	24th February 2010
e)	Highways	24th February 2010
f)	Planning	2nd March 2010

The Minutes had been circulated prior to the Meeting. Cllr. Squire asked if there were any questions. Cllr. Johns pointed out that under Item 21 of the Parks' Committee Minutes, bullet point 6 should read 'Parsons Close strip of land had now been transferred.....' and not 'Parsons Close strip of land had not been.....'. The Assistant to the Town Clerk will amend this. Cllrs. Heslip and Smith said they had received complaints regarding the time lapse between the deadline of the Newsletter and distribution. The Assistant to the Town Clerk explained that after the deadline it can take up to two weeks to produce a draft of the Newsletter, it then goes to proof reading by Cllrs. Printing can take up to three weeks and then a date has to be arranged with the Cadets for distribution. It was agreed that this subject would be placed on the Agenda of the next Newsletter Committee Meeting. Cllr. Latty proposed that the Minutes of the Committees be approved and ratified. The proposal was seconded by Cllr. Heslip and unanimously agreed. (Vote 11 For. 0 Against. 0 Abstentions).

Cllr. Kennedy tendered his resignation from the Planning Committee. After discussion, Cllr. Latty proposed that for the foreseeable future, planning applications be dealt with at meetings of the full Council. This was seconded by Cllr. Heslip and agreed unanimously. (Vote 11 For. 0 Against. 0 Abstentions).

1765

TO RECEIVE CORRESPONDENCE

Correspondence Received – February 2010

1. M. Howrihane – application letter to provide catering in market.
2. Cllr. Parsons – Sanders Lane-Trewyn Rd junction
3. TDC – update to electoral register (in file)
4. Police – invite to J9 launch
5. Coodes – purchase of strip of land
6. Planning Inspectorate – appeal re. showground 13th April Riverbank House
7. Social Club – copy of letter sent to TDC re. street lighting
8. Police – neighbourhood policing newsletter
9. Holsworthy Hamlets – Biogas
10. RoSPA – inspection due March
11. NCVO – (National Council for Voluntary Organisations) – membership
12. S. Chappel – A. Orchard's properties – conservation
13. NSPCC – raising awareness
14. St. Peter's Fair – ad. in programme (in F&GP box)
15. TDC – Vacancy for Parish rep. on Standards Committee) Circulated
16. Parish Council Emergency Planning Support Sessions) to all
17. TDC – PPG17 Assessment Focus Group Meetings) Cllrs
18. Cllr. Parsons – excerpt re. Unitary Government

19. SW Councils – Invoice and CD rom.
20. Hls. College – invitation to Town Clerk re. opening of new extension
21. DCC – official invitation to above.
22. TDC – Policy Performance and Resources Committee 8th Feb. **(landing)**
23. TDC – second Agenda Addendum to above **(landing)**
24. Okehampton Council – invite Civic Dinner and Charity Event 5th March **(Cllr. Squire copied)**
25. P. Quincey – Funding for traffic survey
26. DAPC – copy of Standing Orders for Local Councils **(Council Office)**
27. DCC – Investing in Devon **may change due to Exeter Unitary**
28. Gt. Torrington Council – notification of May Fair Date – 6th May
29. Coodes – strip of land – increase in VAT charge
30. D. Dawson – Highways – copy of scheme plan – Trewyn Road junction
31. Rural Services Network – Feb edition
32. Children’s Workforce Development Council –**(brochure in Stanhope File)**
33. Mr & Mrs Cann – complaint re. earth near School
34. Girlguiding Okehampton – invite **(copy to Cllr. Squire)**
35. Shebbear Newsletter
36. B. Banting – Highways’ mtg. dates
37. Cllr. Kennedy – Police calls re. the Vineyards
38. L. Curtis – request for market stalls for St. Peter’s Fair Sunday
39. Cllr. Johns – various re. Parks
40. K. Miles TDC – Area Advisory Committees and Minuting
41. P. Quincey – funding traffic survey
42. Magpie RBL – Half yearly rent
43. TDC – Planning Cttee Mtg. re. land at North Road 18th Feb
44. Liberal Democrats – poster and cards re. election
45. Cllr. Johns – re draft core strategy letter
46. TDC – Former Depot Site Derriton – funding
47. TDC – Plans Committee Agenda 18th February **(landing)**
48. L. Curtis – details re. St. Peter’s Programme
49. L. Curtis – further details re. programme
50. Coodes – copy invoice re. 15% VAT
51. Coodes – completed registration re. strip of land Badock
52. DCC – Monthly magazine
53. Unitary Structurs Team – decisions
54. Plandscape – various documentation
55. I. Parkson – streetlight Park
56. A. Waite – valuation of site
57. A. Waite – grounds maintenance
58. L. Curtis – revised request re. programme
59. SW Employers – newsletter
60. Anonymous – vineyards – caravan parking in drive
61. Holsworthy Area Advisory Group Agenda – 1st March **(circulated to all Cllrs)**
62. Gt. Torrington invite Mayor’s Spring Charity Event – Town Clerk
63. Gt. Torrington invite Mayor’s Spring Charity Event – Mayor **(copied to Cllr. Squire)**
64. TDC – Council Mtg. Agenda 22nd February **(landing)**
65. DAPC – Community drop in surgery 19th March
66. Bideford Council – invite to Bideford Manor Court 20th March **(copy to Cllr. Squire)**
67. SLCC – Conference 22 & 23 April Nottingham Belfry
68. Cllr. Squire – Council Agenda Item
69. LGE – Employment Law Update
70. LGE – Collective Bargaining
71. R. Johns – apologies re. Highways Meeting
72. Awareness Group – re. Licence Badock Gardens
73. Coodes – invite to preview future of law
74. WPS Insurance Brokers – Town Council Insurances
75. TDC – Addendum Council Mtg. Agenda 22nd February **(landing)**
76. E. Shearing – newsletter ad.
77. Hls. Awareness Group – Licence Badcock
78. G-j Elshout – St Peter’s Fair Market Day
79. S. Toon – apologies for Highways
80. N. Marshall – TDC development without consent
81. HM Revenue & Customs – 2010/2011 Employer pack **(cd in file)**

82. TDC – Policy Performance & Resources Agenda 1st March **(landing)**
83. TDC – Policy P&R – Agenda Addendum 1st March **(landing)**

The Assistant to the Town Clerk drew Councillors attention to the highlighted items. Items 12, 25, 41, 56 and 80 were read out. Item 12 – Cllr. Brown expressed amazement and concern that Mr. Orchard might be able to obtain grant money for improvements.

Correspondence Sent – February 2010

1. Cllr. Heslip – Memo re. parking in Vineyards
2. S. Chappell – Andrew Orchard and his properties
3. TDC – Planning comments from 2nd Feb. mtg.
4. P. Quincy – funding for traffic survey
5. B. Pedrick and Sgt. Channing – mtg. on 18th Feb. re. cycling trials
6. P. Beer – holding keys to Market Hall
7. Highways Dept. – requesting plan for proposed work on 22nd Feb. Trewyn Rd/Rydon Rd.
8. G. Spiller – responses to application
9. Mr & Mrs Jones – street lighting
10. Memo all Cllrs. – various
11. I. Parkison – Unmetered light Stanhope Park
12. B. Pedrick – Highways’ Meeting
13. B. Parsons – copy re. funding traffic survey from P. Quincey
14. C. Moore – Landscape – awarding contract Stanhope Park
15. LDF – Reply to Core Strategy
16. Mrs. Cann – earth at primary school
17. Jag Signs – request for a quotation
18. A. Waite – leases
19. I. Parkson – streetlight Stanhope Park
20. J. Adams – grounds maintenance Park
21. A. Waite – valuation/leases
22. L. Curtis – St. Peter’s Fair programme
23. C. Caswell – dog fouling
24. A. Waite – grounds maintenance
25. A. Waite – grounds maintenance
26. Memo – Cllrs. – contact for organisations re. newsletter
27. HIs Awareness – Licence Badock Gardens
28. HIs Awareness – Licence Badock
29. HIs Awareness – Licence Badock
30. Cllr. Squire – Agenda re. Council
31. I. Parkinson – disconnection of light Stanhope
32. G. Norman – keys re. Bowling Club
33. Mrs. Cann – mound of earth School
34. L. Curtis – St. Peter’s Fair use of Market Stalls on Sunday 4th July
35. L. Curtis – Ad in St. Peter’s Fair Programme and sponsorship

The Assistant to the Town Clerk drew Councillors attention to the highlighted items. Item 32 – The Town Clerk is to meet with Mr. Norman at the Bowling Club. Item 35 was read out.

Correspondence Received – March 2010

1. P. Winter – TDC – Showground Appeal requesting info.
2. P. Winter – TDC – acknowledging receipt of info.
3. V. Saunders – TDC – Harvesting Future 1st Mtg. of Steering Group 4th March
4. TDC – Register of Electors update **(in file)**
5. G. Cox MP – Sewage Works
6. Jag Signs – quote for signs re. Badock
7. LGE monthly update **(in file)**
8. LGE – Advisory Bulletin **(in file)**
9. Project Manager Today – March magazine **(on landing)**
10. L. Curtis – sponsorship possible change
11. L. Curtis – ad. and market stalls
12. TDC – Stanhope Park Community Group – cheque £1k community grant

13. Jag Signs – confirming aspects of quote
14. J. Scott – DCC – Housing Needs Survey in Holsworthy
15. CAB – query on circulation of newsletter
16. L. Curtis – St. Peter's Fair Luncheon – no. of tickets required
17. Plandscape – copies of Site Risk Assess and PUWER Assess. (originals in file)
18. T. Jollow – estimates for work on 5 Penroses Terrace (originals in F&GP file)

The Assistant to the Town Clerk drew Councillors attention to the highlighted items.

Item 14 – It was agreed that the Town Clerk should write to Mr. Scott, inviting him to the next meeting of the full Council.

Item 16 – The Assistant to the Town Clerk gave Cllrs. the figure spent on tickets and drinks last year. She had contacted Liz Curtis, who estimated that tickets would probably increase by no more than 50p on last year. Cllr. Squire explained that the cost of tickets last year had come out of the Mayor's Allowance. After discussion, Cllr. Smith proposed that the Town Clerk provisionally book 20 tickets for the St. Peter's Fair Day Luncheon. This was seconded by Cllr. Brown and agreed. (Vote 9 For. 0 Against. 2 Abstentions).

Correspondence Sent – March 2010

1. P. Winter TDC – Showground Appeal
2. Bideford Council – declining invite
3. Gt. Torrington – donation to Mayor's Appeal
4. Cllr. Squire – paperwork for employees
5. TDC – acknowledging Community Grant £1K for Stanhope Park
6. M. Beer – TDC – drainage problem at 18 The Vineyards
7. L. Curtis – sponsorship letter being brought to att. Of Council and then F&GP meeting
8. L. Curtis – price of luncheon tickets
9. CAB – circulation of newsletter

The Assistant to the Town Clerk drew Councillors attention to the highlighted item.

1766

CLERK'S REPORT

The Town Clerk had left two items she wished to report to the Council. In her absence, the Assistant to the Town Clerk read these out:

- The Town Clerk is pleased to report that she has passed her CiLCA. The Council will now need to start working to Quality Status, which was re-affirmed by the Council at its meeting on 7th May, 2008. She recommends that a working group be set up in order to start pushing forward with this. Cllr. Priddy asked for further information regarding Quality Status and after a short discussion it was agreed that this subject be placed on the Agenda of the next F&GP Meeting for the Town Clerk to explain the whole subject.
- The Town Clerk was disappointed to note that, after requesting nil returns, only 3 responses had been received regarding the community group form.

The Assistant to the Town Clerk (ATT) then reported on the following:

- BBC Radio 4 is holding a broadcast of 'Any Questions' in the Memorial Hall on 2nd April. A total of 20 tickets have been made available to the Council. The ATT asked Cllrs. if anyone wished to book tickets. A total of 7 tickets were requested.
- Mrs. Jill Cornish, a resident of Holsworthy, had made a complaint about 'washing machine corner' to the ATT. The ATT had explained to Mrs. Cornish that the Council had written to the owner of the site, without response; as the 'site' is privately owned there is little the Council can do and Devon County Council had also given this reason for not being able to rectify a potentially dangerous problem. After a short discussion, in which Cllr. Smith described the site as "an illegal scrap yard", Cllr. Brown proposed that the Town Clerk be instructed to write to Torridge District Council, asking them for their assistance. Cllr. Smith seconded the proposal which was agreed unanimously. (Vote 11 For. 0 Against. 0 Abstentions).

1767

DISTRICT COUNCILLORS' REPORT

Cllr. Brown reported as follows:

- Torridge District Council has set their Council Tax with a 2% increase and a new Audit Committee will commence in May.
- The Holsworthy Area Advisory Meeting was poorly attended. South West Water was ill-prepared and unhelpful re. future capacity and planning.

- A Working Group will be dealing with the Gypsy Travellers' Site at Derriton and will be preparing a report.
- The results of the Judicial review re. the Unitary situation is still awaited.
- Unfortunately, due to work commitments, Cllr. Brown missed the latest round of the Market/Regeneration steering Group.

Cllr. Johns reported as follows:

- Her training re. the Licensing Committee would take place on 4th March.
- She will be attending a meeting of the affordable housing working group. The Holsworthy Property Trust will have some input to try and bring forward a new policy in TDC to deal with the Community Land Trust.

Cllr. Smith enquired if there was an update on the relocation of the cattle market. Cllr. Johns said she had met with Vanessa Saunders and a meeting of the 'Harvesting the Future' steering group is taking place on 4th March. Vanessa Saunders will be putting together a report.

1768

EXCHANGE OF INFORMATION

Cllr. Priddy reported that he had received a telephone call from a resident who had asked why the entrance to the cycle path at Anvil Corner was padlocked. After discussion, it was suggested that the Town Clerk contact Mr. Graham Cornish as soon as possible to investigate the matter.

Cllr. Johns reported that she had just attended a meeting of the Chamber of Trade. The Manager of Waitrose had been in attendance and the next meeting of the Chamber will take place on 14th April at 5.30 p.m. Cllr. Johns then reported that a discussion which had taken place, between herself and someone who runs a business just outside Holsworthy Town, had led her to think about the different perceptions people have of Holsworthy's market. Cllr. Johns felt that a consultation should take place, with Holsworthy residents being asked their views on the market. Cllr. Kennedy said that any consultation should involve the residents of the rural area surrounding Holsworthy. After discussion it was decided that this should be discussed at the next meeting of the Market's Committee.

Cllr. Squire 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. Buckingham and agreed. (Vote 11 For. 0 Against. 0 Abstentions).

1769

TO RECEIVE A RECOMMENDATION FROM THE PARKS' COMMITTEE FOR IT TO MEET WITH REPRESENTATIVES OF THE BOWLING CLUB TO DISCUSS THE TERMS OF THE BOWLING CLUB'S LICENCE

After discussion, Cllr. Latty proposed that the Town Clerk be instructed to invite members of the Bowling Club to the next Meeting of the Parks' Committee to discuss the terms of its Licence held with Holsworthy Town Council. Cllr. Buckingham seconded the proposal which was carried unanimously. (Vote 11 For. 0 Against. 0 Abstentions).

1770

TO DISCUSS THE ANNUAL RENT PAYABLE BY HOLSWORTHY FOOTBALL CLUB FOR THE LEASE OF UPCOTT FIELD AND TO RECEIVE A PROPOSAL FROM THE FINANCE AND GENERAL PURPOSES COMMITTEE

Due to the confidentiality of this Item no further information can be disclosed at this time.

1771

TO DISCUSS A RESPONSE FROM THE SOUTH WEST EMPLOYERS' ASSOCIATION

A short discussion took place. Cllr. Latty left the meeting at 8.55. Cllr. Squire proposed that this Item be put on hold. Cllr. Buckingham seconded the proposal which was carried. (Vote 8 For. 2 Against. 0 Abstentions)

1772

CLOSE

The Mayor formally closed the Meeting at 9.00 p.m.

Signature

Date