

Minutes of Council Meeting held on Wednesday, 1st September, 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, M. Barfett, M. Heslip, R. Kennedy, E. Squire and P. Burtenshaw

Sgt. P. Channing and PCSO E. Tomkies
County Cllr. B. Parsons
Members of the Public
Acting Town Clerk in attendance

1903

APOLOGIES FOR ABSENCE

Apologies had been received from Cllrs. Barfett and Jose for possible lateness.

1904

DECLARATION OF INTERESTS

The Mayor requested that interests be declared as matters arose.

1905

PUBLIC OPEN QUESTION TIME

Mr. May of Kingswood Meadow informed the Meeting that his property backs onto Waterloo Road. Since moving into his property over two and a half years ago the increase in heavy goods vehicles using Waterloo Road has increased considerably, causing not only noise nuisance to residents but traffic problems. He asked if anything was being done/could be done about this issue. Cllr. Brown asked Cllr. Parsons if he would reply. Cllr. Parsons said that nothing would be happening in the near future. A traffic survey had just been undertaken and the results of this had just arrived with him. He had not had time to go through this, but he reiterated that a resolution to the problem would not be happening in the immediate future.

Cllr. Barfett arrived at 7.05 p.m.

Cllr. Jose arrived at 7.06 p.m.

Cllr. Squire proposed that Standing Orders be suspended. Cllr. Buckingham seconded the proposal which was carried unanimously. (Vote 12 For. 0 Against. 0 Abstentions).

1906

COUNTY COUNCILLOR'S REPORT

Cllr. Parsons reported that he had accompanied PCSO Tomkies on a patrol of Bodmin Street and now understands the problems re. parking and the junction more fully. Hopefully, there will be an increased Police presence to try and alleviate the ongoing traffic problems.

He reported that he had received another complaint regarding signage on Chapel Street and he had already brought this and the cleaning of signage within Holsworthy to the attention of DCC's Highways Chief Engineer who would be looking at this subject.

On the 21st October an educational review will be taking place in Holsworthy. Cllr. Parsons said that it is an important time in education in the area and it is important that everyone i.e. businesses, parishes, etc. work together. Schools are going to have to work in partnership.

Cllr. Parsons brought to the Council's attention the Food Festival which takes place at Cookworthy on 2nd September and he also reminded the Council that he still had money available that he could grant and asked Cllrs. to think of anything he could help with.

1907

POLICE REPORT

The crime figures for August 2010 had been circulated (**see Appendix 1**).

PCSO Tomkies asked if Cllrs. had any questions there were none. She reported that the Holsworthy & Stratton Show had been very successful, despite the weather, and there had been no reported crime; the Community Speedwatch would be concentrating on Whimble Hill and Bude Road and that the vandalism of locks and chains on Stanhope Park gates was being addressed by way of restorative justice.

Cllr. Brown asked Cllrs. if they had any questions. Cllr. Kennedy asked for clarification on the breaking of the law regarding double yellow lines and parking in general. Sgt. Channing briefly explained about obstruction, the issuing of tickets and the different role of the Enforcement Officer and a Police Officer. Cllr. Buckingham asked Sgt. Channing if anything could be done about vehicles parking on North Road, obstructing the vision of drivers coming out of Dobles Lane onto North Road. Sgt. Channing replied that unfortunately unless vehicles were there at the time of a Police patrol nothing could be done. Sgt. Channing informed the meeting that three people had been arrested regarding a serious crime committed in a property on North Road in April. Two had been charged, the third person has since died. Cllr. Jose informed the Police of a possible phone scam and gave details to Sgt. Channing. Sgt. Channing reminded Cllrs. of the Fun Day at the Community College on 22nd September.

Sgt. Channing and PCSO Tomkies left the meeting at 7.25 p.m.

1908

TO RECEIVE A REPORT FROM MR. BARRY PARRISH, HOLSWORTHY FOOTBALL CLUB

Mr. Parrish commenced by apologising for the lateness of the Club's rent. He asked the Council if it could clarify the responsibilities of the landlord (the Council) as laid down in the Lease held between the Football Club and Holsworthy Town Council. He listed the boundary around the ground, particularly between the Club ground and Stanhope Park and the land, known by the Club as the Memorial Garden. He explained that the Club would like to demolish sheds, put down a concrete base and erect a garage. Would this require planning permission and if so would the Council apply for such permission? It is proposed that the garage will house maintenance equipment for the ground and Mr. Parrish asked the Council to consider the possibility of the Club and the Council working in partnership regarding the upkeep of the Club ground and Stanhope Park. Cllr. Brown thanked Mr. Parrish for his report and said that the Council would consider this and get back to him. Mr. Parrish left the meeting.

Cllr. Smith proposed that the Meeting return to Standing Orders. Cllr. Squire seconded the proposal which was carried unanimously. (Vote 12 For. 0 Against. 0 Abstentions).

1909

COUNCIL MEETING MINUTES

Minutes of the Council Meeting held on 4th August, 2010 had previously been circulated. Cllr. Buckingham proposed that the Minutes of the Council Meeting held on 4th August, 2010, be approved. This was seconded by Cllr. Jose and agreed. (Vote 11 For. 0 Against. 1 Abstention).

1910

MATTERS ARISING

The ATC raised the following matters arising:

Item 1891 – referring to Item 1871 of July Minutes – reply received which will be brought up under Item 17 of the Agenda.

Item 1891 – referring to Item 1882 of July Meeting – payment received.

Item 1995 – Meeting arranged for 7th September at 7.00 p.m.

1911

MAYOR'S ANNOUNCEMENTS

The Mayor, Cllr. Brown, reported that he unfortunately had to send apologies that he could not attend the Bude & Stratton Heritage Day. He had attended the Holsworthy & Stratton Show on 26th August which had been very good, despite the weather. He emphasised how important it is to support this event. Cllr. Brown had attended the retirement event of Mr. Ray Kingston "an excellent worker for TDC, but totally dedicated to Holsworthy, he will be missed". He had also attended the Bradworthy Carnival "small but excellent". He informed the Council that he would be away from 18th September until 26th September. Cllr. Brown asked that all Cllrs. support the Police Fun Day on 22nd September and asked that a Cllr. attend the AGM of the Memorial Hall on 23rd September at 7.00 p.m.

1912

ACCOUNTS DUE FOR PAYMENT AND BUDGET REVIEW

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

HOLSWORTHY TOWN COUNCIL - AUGUST TO BE PAID IN SEPTEMBER 2010

COUNCIL EXPENDITURE

Date	Pay To	Voucher	Gross	Nett	VAT	Reason
09.08.10	BT Payment Serices Ltd	105440	£21.25	£18.54	£2.71	Rental charges
09.08.10	M. Fenner	105441	£44.95	£38.26	£6.69	Bullguard renewal computer security
11.08.10	South West Water	105442	£7.31	£7.31		Water Pavilion/toilet Stanhope Park
25.08.10	M. Fenner & S. Cole	105443 & 105444	£801.11	£801.11		Salaries
25.08.10	SW Locksmiths	105445	£40.00	£40.00		New lock council office door and keys
01.09.10	C. March	105446	£210.00	£210.00		Website update
01.09.10	Concorde Copiers	105447	£18.20	£15.49	£2.71	Copies taken
01.09.10	Kings of Holsworthy	105448	£18.99	£16.16	£2.83	Lead extensions - market
01.09.10	C. Drew	105449	£19.69	£19.69		Repairs to gate at Stanhope Park
01.09.10	C. Drew	105450	£150.00	£150.00		Dismantling Flag Poles
01.09.10	C. Drew	105451	£398.55	£398.55		Maintenance Badock & Stanhope Park
01.09.10	C. Drew	105452	£25.00	£25.00		Strimming Church Lane Parish Path
01.09.10	Ultimate Finance Limited	105453	£6.81	£5.80	£1.01	Call charges
01.09.10	Cash	105454	£38.77	£38.77		Petty Cash
01.09.10	Cornish & Devon Post Ltd	105455	£91.18	£77.60	£13.58	Advert for Grant Applications
01.09.10	M. Withall	105456	£50.00	£50.00		Dismantling and erecting planters Square
01.09.10	C. March	105457	£50.00	£50.00		Updating website 3 sets Minutes - July
TOTAL			£1,991.81	£1,962.28	£29.53	

PETTY CASH

Date			
26.07.10	Stamps	£6.30	£6.30
29.07.10	Stamps (large)	£2.04	£2.04
30.07.10	Recorded delivery - audit return	£1.40	£1.40
02.08.10	Milk	£0.49	£0.49
06.08.10	Stamps	£17.52	£17.52
09.08.10	Milk	£0.49	£0.49
16.08.10	Stamps (large)	£2.04	£2.04
16.08.10	Window cleaning	£8.00	£8.00
23.08.10	Milk	£0.49	£0.49
TOTAL		£38.77	£38.77

COUNCIL RECEIPTS

Date	Paid By	Council	Nett	VAT	Reason
05.07.10	BACS	£30.00	£30.00		Newsletter
02.08.10	BACS	£480.84	£480.84		Bowling Club half year rent
04.08.10	Cash	£101.12	£101.12		Market Takings
11.08.10	Cheque	£300.00	£300.00		Monthly rent Magpie/RBL
11.08.10	Cash	£145.56	£145.56		Market Takings
23.08.10	Cheques	£75.00	£75.00		Newsletter
23.08.10	Cash	£180.60	£180.60		Market Takings
24.08.10	Cheque	£415.00	£415.00		Rent Penroses Terrace
Aug-10	NatWest Bonus Saver Account	£61.81	£61.81		Interest/Bonus
26.08.10	Cash	£112.20	£112.20		Market Takings
TOTAL		£1,902.13	£1,902.13		

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 12 For. 0 Against. 0 Abstentions). Cllr. Smith, RFO, went through the General Budget today. Total expenditure stood at 22.5% and total income stood at 42.7%.

1913

THE RFO TO PRESENT AN INITIAL REVIEW OF THE BUDGETS FOR 2011/2012

Cllr. Smith, RFO, referred Cllrs. to the Minutes of the F&GP Meeting held on 25th August. The Committee had set a figure for salaries for 2011/2012. He informed the Meeting that both the Market's and Parks' Committees had identified specific items they would like included in their individual Budgets and he asked Cllrs. sitting on the Committees to be specific about the amounts to be spent on the items identified.

1914

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

- | | | |
|----|----------------|------------------------------|
| a) | Market Liaison | 11 th August 2010 |
| b) | Market | 11 th August 2010 |
| c) | Parks | 18 th August 2010 |
| d) | F&GP | 25 th August 2010 |
| e) | Planning | 31 st August 2010 |

Cllrs. Priddy and Smith each declared a prejudicial interest in the Planning Committee Minutes.

The Minutes, with the exception of the Planning Meeting had previously been circulated. Cllr. Brown asked if there were any questions regarding the Minutes of the various Committees. Cllr. Barfett pointed out that Cllr. Priddy had been present at the Market Committee Meeting. The ATC will amend the said Minutes. Cllr. Squire proposed that the Minutes of the Market, Market Liaison, Parks, and F&GP Committees be approved and ratified. The proposal was seconded by Cllr. Barfett and unanimously agreed. (Vote 12 For. 0 Against. 0 Abstentions). Cllr. Squire proposed that the Minutes of the Planning Committee be approved and ratified. The proposal was seconded by Cllr. Barfett and agreed. (Vote 10 For. 0 Against. 2 Abstentions).

1915

TO DISCUSS WHETHER CLLR. SMITH, AS A MEMBER OF THE F&GP COMMITTEE AND AS VOLUNTARY RFO SHOULD HAVE A VOTING RIGHT ON THE F&GP COMMITTEE

Copies of an e-mail received from Lesley Smith, DALC, had been circulated to all Cllrs. with the Agenda. The ATC confirmed that, as indicated by Lesley Smith's e-mail, Cllr. Smith had the right to vote in F&GP Committee Meetings, but it would be advisable that he did not sign cheques. Cllr. Brown proposed the advice given by Lesley Smith be accepted. Cllr. Priddy seconded the proposal which was carried unanimously. (Vote 12 For. 0 Against. 0 Abstentions).

1916

TO DISCUSS A PROPOSAL BY CLLR. JOSE THAT AN ANNUAL, PHYSICAL INSPECTION OF HOLSWORTHY TOWN BY COUNCILLORS SHOULD TAKE PLACE

Cllr. Jose told the Meeting that he felt that the recent 'inspection' by some Cllrs. of various locations within Holsworthy Town had been very beneficial. Certain areas had been highlighted as needing attention and these had been/would be dealt with. He felt that such an inspection should become an annual event. After a short discussion Cllr. Jose proposed that an annual physical inspection of locations within Holsworthy Town should take place, the first one to be carried out in June 2011. Cllr. Barfett seconded the proposal which was carried unanimously. (Vote 12 For. 0 Against. 0 Abstentions).

1917

TO DISCUSS THE ANNUAL 'CIVIC EVENTS' FOR 2011

Cllr. Brown asked Cllrs. if they had any thoughts on this Item. A discussion took place; it was felt that two tables should be taken at the St. Peter's Fair Day Luncheon at which outside civic dignitaries could be invited. Cllr. Smith felt that another event could be held solely for the purposes of inviting people who have helped make everyday life in Holsworthy good i.e. volunteers from the Red Cross, Church Wardens, etc. Cllr. Brown proposed that two events should be placed in the Budget for 2011/2012. Cllr. Smith seconded the proposal which was carried unanimously. (Vote 12 For. 0 Against. 0 Abstentions).

1918

TO REVIEW HOLSWORTHY TOWN COUNCIL'S STANDING ORDERS AND FINANCIAL REGULATIONS

Cllr. Smith presented this Item and listed sections that he and the ATC had highlighted as needing amendment as follows:

Standing Orders:

- 14 i) To read: To receive and consider reports from the Clerk and RFO.
- 47. First paragraph to read: If any member has any interest, direct or indirect he/she should conform to the current Code of Conduct
- 48. To read: All members shall record in a book to be kept for the purposes, particulars of any personal or prejudicial interest in a contract, and the book shall be open during reasonable hours of the day for the inspection of any member.
- 58. To read:Council in time to permit a decision being conveyed to the Planning Authority within the twenty-one working days (inclusive) period allowed.

Financial Regulations:

- Preface 3 To remove: 'The Town Clerk has been appointed RFO for Holsworthy Town Council and these regulations apply accordingly.
- 4.5 To read:shall report to Council, in writing, with a minimum of one report covering each financial year.
- 6.2 To read:The Clerk shall satisfy him/herself that the work,
- 6.5a To remove 'and £30.00 to the Visitor Information Centre Manager'

He explained that this subject would be adjourned until the next full Meeting of the Council, to enable Councillors to consider the amendments.

Cllr. Parsons left the Meeting at 8.25 p.m.

1919

TO RECEIVE CORRESPONDENCE

Correspondence Received

- 1. G. Cox – acknowledging our letter
- 2. LG Employers – Retirement age and managing redundancy
- 3. S. Toon – further 'free' parking day – all car parks
- 4. M. Timmins – Menors Place – Sewage problems
- 5. Rural Services – weekly newsletter
- 6. TDC – Electoral Register update
- 7. M. Cooper – youth services seeking opinions regarding the service.
- 8. LG Employers – monthly updated
- 9. Holsworthy Hamlets – Agri-Business – co-working
- 10. Rural Services – monthly update
- 11. J. Scott – attending Planning Meeting re. housing survey
- 12. Bideford Council – invite to Regatta 4th September (copy to Cllr. Brown)
- 13. R. De Wreede – venue for Council Meeting
- 14. South Molton – invite to Mayor's Charity Dinner (copy to Cllr. Brown)
- 15. DALC – Veto excessive council tax increases (copy to RFO)
- 16. St. Peter's Fair Committee – thank you for support (Market Liaison)
- 17. St. Peter's Fair Committee – thank you for support (Council)
- 18. Environmental Dept. TDC – reply re. Mrs. Cann's complaint re. cars Gt. Oak Meadow
- 19. Rural Services – weekly newsletter
- 20. P. Smart-Smith – environmental health acknowledgement of e-mail re. aromas Deer Valley etc.
- 21. DCC – monthly newsletter
- 22. TDC – Community & Resources Agenda 16th August (landing)
- 23. L. O'Loughlin TDC – complaint re. litter bins in Stanhope
- 24. M. Timmins – sewers Menors Place
- 25. G. Norman – Bowling Club – reply re. our letter re. Licence
- 26. Vitalise – request for grant application
- 27. Ruby Country newsletter
- 28. Plandscape – litter bins Stanhope
- 29. Plandscape – litter bins Stanhope (2)
- 30. L. Lo'Giudice – request for info. Re. planning permission

31. North Devon Hospice – invite to AGM **(copy to Cllr. Brown)**
32. D. Hart – Bodmin/Croft Road junction
33. Devon & Cornwall Police Authority – no Liaison Meetings for 12 months
34. Royal Devon & Exeter Newsletter **(landing)**
35. Devon Playing Fields newsletter **(landing)**
36. TDC – Parking Services Questionnaire
37. J. Cann – copy letter to DCC re. youth centre access
38. 1st Holsworthy Scouts – invite to 50th celebrations **(copy to Cllr. Brown)**
39. Bullguard – confirmation of subscription
40. Holsworthy Hamlets – confirmation of meeting on 7th September
41. S. Baker – litter bins Stanhope
42. DALC – AGM 25th September. Annual Report **(landing)**
43. M. Beer – TDC – copy of e-mail sent to Mr. Timmins re. Sewers
44. A. Malone – Torrage – grant policy request
45. S. Baker – litter bins emptied
46. C. Withall – Scouts – interested in tree planting
47. Dr. Ireland – Devon & Cornwall Railway – feasibility study – want to present to Council
48. A. Hocking TDC – Licensing Act Review
49. Two Peas in a Pod – invite to Mayor to Autumn Wedding Fayre
50. E. Giffard – mobile cinema – re. booking for market
51. SLCC – branch meeting 10th September
52. D. Hambly – to Mayor – re parking junction of Deer Valley and Upper Westcroft Road
53. L. Smith DALC – re. RFO and voting
54. DCC – public meetings – leader of DCC – Bideford 16th November/Okehampton 25th Nov
55. TDC – Cultural strategy – draft findings Monday 6th September 7.00 Riverbank House
56. Zurich Insurance – amended schedule
57. Cllr. B. Parsons – Bridgerule/Pyworthy/Holsworthy bus service
58. TDC – Standards Sub-Committee Decision re. complaint made against Cllr. D. Smith
59. TDC – Standards Committee Agenda 3rd September 2010 **(landing)**

The ATC drew Cllrs. attention to the highlighted items.

Item 3 – the free day for both car parks has to be for Xmas Shopping, and as Mr. Toon required the date chosen asap the Market's Committee had decided that 22nd December would be best this leaving 22nd September as the free day in Well Car Park and 8th December free in Manor Car Park.

Item 32 – ATC will contact DCC Highways regarding a bollard.

Item 47 – it was decided that Dr. Ireland should be invited to the Meeting of the Council on 3rd November.

Correspondence Sent

1. M. Timmins – Menors place sewage – holding letter
2. M. Timmins – informing environmental health at TDC informed
3. Environmental Health TDC – forwarding Mr. Timmin's e-mail
4. C. Dalley – re. FOI request
5. Buckingham – accepting quote for removal, storage, replacing re. Council Chambers
6. T. Bailey – Magpie – copy of letter re. rent
7. Mrs. E. Squire – Methodist commemorative tree
8. Mrs. D. Bewes – Preplay Group commemorative tree
9. Bonhams – re. valuation
10. C. Meyer – commemorative tree re. Guides
11. S. Toon – Free parking day
12. T. Hannaford – accepting quote re. holsworthy sign
13. G. Norman – Bowling Club – Licence
14. P. Snart-Smith – environment – obnoxious odours Deer Valley etc.
15. M. Howrihan – Holsworthy Hamlets – suggested date for mtg.
16. B. Parrish – invite to Council Mtg. Sept.
17. Vitalise – grant application
18. Plandscape – complaint re. litter bin emptying
19. Plandscape – bringing their attention to letter confirming they would obtain/pay for key
20. G. Norman – copy of byelaws
21. North Devon Hospice – declining invite
22. D. Hart – acknowledgement letter
23. N. Bulbeck – TDC – response to Catesby Appeal
24. TDC – Parking service questionnaire
25. J. Cann – acknowledgment letter

26. C. Withall – Scouts – tree planning
27. Dr. Ireland – holding letter re. invite
28. A. Malone – grant policy sent
29. C. Withall – details given
30. C. Dalley – FOI request
31. E. Giffard – re mobile cinema booking
32. Cllr. Brown – reply to D. Hambly re parking (personal letter)
33. P. Cottle – re cricket club clearing pavilion & skip
34. M. Howrihane – HIs Hamlets meeting change of time/attendees

The ATC drew Councillors' attention to the highlighted items.

1920

ACTING TOWN CLERK'S REPORT

The ATC reported as follows:

- The meeting of the Council on 6th October will be held in the Dining Room of the Masonic Lodge, Bodmin Street.
- Mr. John Scott of the Community Council of Devon had attended the Planning Committee Meeting on 31st August and had given a presentation on a possible Housing Survey in Holsworthy.
- She asked for clarification from the Parks' Committee regarding the cycle rack stored at Badock Gardens. It is believed that the Holsworthy Lions donated the rack. Cllr. Smith to investigate and report back; whether Mr. Magnilia be invited to a meeting – this was decided against and she informed the meeting that the stone work surrounding the park gates is not something a memorial mason will do. It was suggested the ATC contact Staceys regarding this work.

The ATC asked the Meeting how it would like to proceed regarding Mr. Parrish's report. After discussion Cllr. Jose proposed that the F&GP Committee discuss this at its next meeting on 29th September, 2010. This was seconded by Cllr. Buckingham and carried unanimously. (Vote 12 For. 0 Against. 0 Abstentions).

1921

DISTRICT COUNCILLOR'S REPORT

Cllr. Johns reported that it had been a quiet month. She had attended the North Devon+ open day and it had been informative. Cllr. Johns explained that the Cookworthy Centre (Ruby Country) is able to open on Thursdays, Fridays and Saturdays because of volunteers. More volunteers are required to enable the Centre to open more frequently. She brought Councillors' attention to the MCTi, explaining that many projects have come out of this group but unfortunately the number of people working in the group is dwindling. She asked Cllrs. to encourage anyone interested to attend meetings. In excess of £1Million has been brought in by the projects undertaken by MCTi. Cllr. Johns explained that if people do not get involved in both Ruby Country and MCTi the organisations will die.

1922

EXCHANGE OF INFORMATION

Cllr. Latty informed that Meeting that he had, with regret, informed the Mayor that he would be resigning as a Holsworthy Town Councillor with immediate effect. He went on to thank everyone, he regretted having to resign due to health reasons. Cllr. Brown expressed, on behalf of the Council, appreciation for Cllr. Latty's commitment to Holsworthy Town Council.

Cllr. Smith made a reply to the report in the North Devon Journal last week.

"I am slightly disappointed with the findings of the Standards Sub-Committee. Peter Cruden, Investigating Officer, expressed the view that in the light of the time elapsed and the nature of the breaches no further action should be taken. However, I am pleased that in response to the concerns raised by me, Holsworthy Town Council now has a robust, transparent tendering process. Now that this 18 month long investigation is over, I look forward to focusing all of my efforts to working with my fellow councilors for the benefit of the Town".

1923

CLOSE

The Mayor formally closed the Meeting at 8.56 p.m.

Signature

Date