



ILFRACOMBE TOWN COUNCIL
Minutes of Finance & General Purposes Committee Meeting
Tuesday 29th August 2023 – 7.00pm
Venue – The Ilfracombe Centre – Council Chamber

Members Present:

Cllrs: V Gates (Chair), M Newland (Vice Chair), D Turton (Mayor), G Coulter, B Gear, T Huggins, P Crabb, H Perrin

Officers Present:

L Donovan (Proper Officer), I Howard (Minute Taker)

1. Meeting Introduction

1.1. Receive and note Apologies

Apologies were received from Cllr N Townsend (work commitments).

1.2. Declarations of interest

None received.

1.3. Chair's discretion for any matters or announcements for Information Only

Cllr Gear and the Proper Officer both had items to raise.

1.4. Adoption of minutes for Meeting on 24th July 2023

Motion to adopt this minutes were proposed by Cllr Gates, seconded by Cllr Huggins with all in favour.

1.5. Matters arising from actions

Cllr Gear requested an update on the reparation of the lights at the Skatepark since the first quote was received. Cllr Turton explained that he had spoken to a local electrician who previously fixed the lights and was told that the quote given could not be any lower as this is what would be needed to make the lights more durable for longer. It was decided that the PO should still obtain 2 other quotes in order to use this as comparison. Cllr Gates asked the PO if there are any updates on the guardianship of the Arches defibrillator which was discussed previously. The PO explained that a member of APB Accountants agreed to take on guardianship and is now in communication with Dave Shaddick who previously had this role.

2. FINANCE AND AUDIT

2.1. Finance Report – ITC 23172

In the absence of the RFO, the PO presented a list of invoices due for approval to be paid. It was proposed that these be approved by Cllr Gates, seconded by Cllr Gear with all in favour. The PO queried as to why the business rates are paid in 2 instalments annually rather than on a monthly basis. Members agreed it would be better for cash flow to be spread out monthly, the PO will look into this.

2.2. Budgetary Matters

2.2.1. Lantern Workspaces

In the PM's absence, the PO read out the report the PM had produced on the Lantern Office Space works. The report described that these works had become a bigger task with more expenses than originally predicted. The PM recognises that this change in works needed should have been raised at F&GP but as works are nearly at completion, he asks that these final expenses be approved for payment. Cllr Gates proposed that these be paid, this was seconded by Cllr Coulter with all in favour. It was decided that these expenses be taken from the Lantern Facilities budgets.



3. GENERAL PURPOSES

3.1. Main Reports & Updates

3.1.1. Town Assets

- **Facilities and Maintenance Managers Report – ITC 23173** – This report was read and noted by members. Councillors queried when they would be presented with the quotes for either a new ITC van or prices for the repair of the one currently owned by ITC. Members discussed the section that referred to the possibility of installing an additional electric car charging pod at Ropery Road Car Park. After discussion, it was decided that much more detail was needed on the costs it would involve as well as what income is currently being made for the points that are already in the car park. The PO will look into the possible implications if this was done as well as gauge the profit and loss of the current points through the budget. Updates to be fed back.
- **Town Maintenance Operative's Report – ITC 23174** – Read out.

3.1.2. Vision Community Centre – No updates made.

3.1.3. One Ilfracombe – No updates made.

3.1.4. Nomination for MBE/OBE – The PO proposed that a certain individual be nominated for an MBE or OBE for their work in Ilfracombe through the years. Members were supportive of this idea, however, it was agreed that this should be taken to Full Council before the nomination is completed. In the meantime, the PO will draft a supporting letter that can be approved by members at Full Council if the nomination goes ahead.

3.2. Other Updates

3.2.1. Correspondence

- **Street Marshalls** – This email correspondence was read out to members in relation to NDC asking for consideration on potentially putting funding towards the Safer Streets Programme to keep the Street Marshalls working. After discussion, Councillors agreed that the PO should reply to Ken Miles that they will take it into their consideration, however, a lot more detail would be necessary before they made a decision. The PO will send an email which will include requesting more information on this.

4. Chair's Discretion

Cllr Gear raised concerns with the state of the Runnymede Gardens mosaic after it was highlighted on social media that it had been further damaged over the weekend. As this was also raised by Cllr Elliott via email, it was decided that something should be done either way to make it safe and improve its appearance, the PO will bring this up with the Facilities Manager to look into some alternative ideas for the site. This led Councillors to discuss the Jonathan Edwards commemorative mosaic that also was looking damaged and run down. The PO will flag this up with NDC. Cllr Gear also relayed a conversation that had taken place at the Staffing Committee Meeting on the viability of the Ilfracombe Centre reception being open on Mondays and Wednesdays. The PO explained to members that an activity spreadsheet is currently being used to gather data on the numbers of customers coming into reception and what they are coming in for. Once enough data has been collected, the PO will present this to Councillors for them to make a decision on this.

The PO informed members of some updates from a Project Officer. The Remembrance Day Parade and Christmas Lights road closures have both been applied for. Members discussed this year's Carnival and its positive outcome, it was agreed that a letter of congratulations be sent to the committee to thank them for the successful event.



The meeting was closed at 8:20pm. The next F&GP committee meeting will be held on Monday 25th September 2023 at 7pm in the Council Chambers.

Cllr Val Gates
Chair of Finance & General Purposes Committee
Ilfracombe Town Council
29/08/2023

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