



ILFRACOMBE TOWN COUNCIL

MINUTES – 23-01

THE ILFRACOMBE CENTRE, HIGH STREET, ILFRACOMBE, DEVON, EX34 9QB, 01271 855300

Minutes of the Full Council Meeting held at 7.00pm on Monday 16th January 2023

Members Present:

Councillors D Turton (Chair), P Coates, P Crabb, R Donovan, T Elliott, G Fowler, V Gates, B Gear, N Pearson, G Schofield, D Williams, J Williams, S Wilson

Officers Present

A Matthewman (Town Clerk), C Coombs (RFO)

Other Present: Pastor Geoff Hill and three members of the public.

1. To Receive Apologies and reasons for absence

Apologies were noted from Cllrs L Aston (personal), G Coulter (leave), M Fay (unwell), K Leck (prior engagement)

It was noted that Cllr F Pearson has written to resign from Council with immediate effect. Members wished him well.

2. To receive declarations of interest and consider members' submitted dispensation requests

Cllr Crabb declared an interest for item 9.5 on the agenda.

3. Chair's announcements and matters of urgency brought forward at the discretion of the chair

Cllr Turton has a matter to be discussed urgently at the end of the meeting to be held in Part B.

4. Public Participation

Two members of the public from the Twinning Association gave an update on collaboration they would like with the Council. This is in three areas: 1) For a Councillor to meet with the Twinning Group as part of their regular meetings and to facilitate the collaboration with other organisations e.g. Ilfracombe Academy. Cllr Turton agreed to take this forward. 2) They would like an online link in the Residents' section of the Ilfracombe Town Council website, and to be able to add items and events to the Ilfracombe Facebook page. Councillors agreed that NI (Programme Officer) would be best placed to move this forward. 3) They would like to put an A4 advert in the Council office window detailing what they do and some small flyers to be available in reception. Councillors were open to this idea.



They have a copy of the original Twinning Agreement with Ifs, which they are going to get framed so that it can be placed somewhere prominent in the Ilfracombe Centre.

A member of the public raised some concerns with regard to the Dilkhusa and whether it had been sold. None of the Councillors had knowledge of this. Cllr Crabb noted that the repurposing of the hotel had recently been formalised and this is likely to be the basis of what the member of public had heard.

5. To approve and adopt the minutes of Full Council meetings (to note and approve recommendations) – Cllr D Turton

5.1. To approve and adopt the Minutes of the Full Council meeting on 14th November 2022

Cllr Donovan requested a slight change to item 9.4. With this in place the proposal to accept these minutes was made by Cllr Crabb, Seconded by Cllr Fowler with all in favour with the exception of one abstention for the Councillor who had not been present at the meeting, was approved.

5.2. To approve and adopt the minutes of the ECM held on 19th December 2022

The proposal to accept these minutes was made by Cllr Gates, Seconded by Cllr D Williams, with all in favour with the exception of two abstentions for the Councillors who had not been present at the meeting, was approved.

5.3. Matters Arising

None to note.

6. Minutes of Planning Committee meeting (to note and approve recommendations) of 19th December 2022 – Cllr J Williams

6.1. Recommendations: Cllr J Williams summarised this meeting and there are no recommendations for the Council to consider.

7. Minutes of F&GP committee (to note and approve recommendations) 19th December 2022 – Cllr R Donovan

7.1. Recommendations: Cllr Donovan summarised this meeting and items for which recommendations are required form part of other items in this agenda.

8. Minutes of Staffing Committee (to note and approve recommendations) 5th December 2022 – Cllr M Fay

8.1. Recommendations: In Cllr Fay's absence, Cllr Gates noted the Part A component of this meeting, that there were no recommendations and requested the Part B be heard in Part B of this meeting.

9. Town Clerk's Report – A Matthewman

9.1. Report on Management structure ITC 22092. Proposal to change the structure was stated. No Councillor was prepared to propose this. Cllr Gates proposed this should go back to Staffing for discussion, Seconded by Cllr Crabb, all in favour. To be added to the next Staffing Committee meeting agenda.



- 9.2.** Report with regard to public conveniences ITC 22093. The Town Clerk noted that the response from NDC had been circulated last Friday. This states that NDC have not changed their position on public conveniences being handed over to parish and town councils. The Town Clerk noted that to replace the doors in just two of these with keyless entry would cost upwards of £72k. Following discussion Cllr Pearson requested a report on public conveniences to be produced by the Programme team in collaboration with the toilets working group, to set out all options for taking on and management of the public conveniences with appropriate costings.
- 9.3.** Final Budget and Precept claim for 2023/2024 - ITC 22094/22094b. Following a prolonged discussion in relation to the expected increases of items within the budget for expenditure such as insurance and utilities, and the potential added burden posed if ITC have to take on the public conveniences, the amount for the Precept to be increased this year to £312k (10.2% increase on last year's Precept) was proposed by Cllr Donovan, Seconded by Cllr Gates, with two votes against the proposal and all remaining Councillors present in agreement, was approved.
Action: For the Town Clerk to submit the Precept claim by 27th January 2023.
- 9.4.** Report from Valuation Officer ITC 22095. This was noted.
- 9.5.** Dotto Contract ITC 22096. At this point Cllr Crabb left the room having declared an interest. The Town Clerk noted that NDC have agreed to hand over the Dotto train and its storage for £1 for each (£2 total) with the conditions that the look of the storage be improved, and that the route cannot be changed. A discussion with regard to the contract noted that this did not need to be put out to tender but could be renewed with a proposal that the Town Clerk be delegated to renew this with Crabb Contractors Ltd. Proposed by Cllr Schofield, Seconded by Cllr Fowler with all in favour. Cllr Crabb was then asked to return to the meeting.
- 9.6.** Proposal to move dates of Staffing committee ITC 22097. This will be moved to the third Monday of the month. Proposed by Cllr Gear, Seconded by Cllr Gates with all in favour.
- 9.7.** Proposal to adopt new Standing Orders ITC 22098. Following discussion this has been put back until April 2023 with the request that a working party be formed to review them in line with current and new legislation (delegated to the Town Clerk to organise).
- 9.8.** Freeman Policy ITC 22102. It had been noted that a request to nominate a Freeman had been received and Councillors advised that in order to follow the policy a Councillor needed to get the consent of that person and then an EGM would need to be arranged for that person to be accepted for the award of Freeman. Cllr Gates will approach this person and gain the necessary consent. It was also suggested that their partner be considered for a Pride in Ilfracombe award for their support of the activities, which have promoted Ilfracombe.

10. Responsible Financial Officer Report

- 10.1.** ITC 22099. The RFO detailed the invoices requiring approval and submitted an addendum of five invoices, which had been received since the agenda, had been sent out but needed payment before the next Full Council meeting. It was proposed that payment of all invoices detailed with the exception of the NASTAR



invoice (still awaiting information from this company), should be paid. Proposed by Cllr Gear, Seconded by Cllr Turton with all in favour.

The RFO pointed out that the EDF Energy bill for Greenclose Road is now in substantial credit having at last sorted out the meter readings with EDF.

The quote from Isca Elevators to replace the emergency bulkhead light fitting in the Lantern Centre lift was discussed with a recommendation to now get the Maintenance Manager to assess and get quotes.

11. Programme Managers Report: including One Ilfracombe (to note report and approve recommendations)

11.1. Programme Manager's Report ITC 22085. This report was noted, and comments made to its thoroughness.

11.2. Combe Christmas post event report ITC 22086. This report was noted and the Programme Officer should be commended on its thoroughness. As this event and the Carnival are part of ITC's civic footprint it was requested that these be added to the regular agenda for Full Council meetings. Recommendation for the organisers of these events to produce a report of what they are requesting of ITC so that it can be discussed more fully.

12. To receive Reports/Proposals from Ilfracombe Town Council Councillors

12.1. Progress report on Warm Space initiative ITC 22100. Cllr Elliott summarised this initiative and how well it had been received. She will be ending the sessions in the Lantern on 21st January 2023 but others will continue. This is because the Lantern one has come to a natural end with participants now being integrated into other activities at the Lantern, in particular Games Galore. She proposed that a further £100 be donated to the four remaining Warm Spaces, which was seconded by Cllr Turton with all in favour.

Action: For the RFO to arrange payment of £100 each to St Philip & St James PCC, Ilfracombe Library, the Haven (Ilfracombe Baptist Church) and the Salvation Army.

12.2. Speed limits Lincombe and Lee – Cllr Coates raised the issue of the lack of progress on this request in the past three years. Mentioned Cllr Crabb was putting the request for 20mph throughout Lee and Lincombe on list. The list is a new system and Cllr Crabb offered to see if he could get this request moved up the list.

12.3. Defibrillators – Cllr Coates mentioned Lee and Lincombe Residents Association (LLRA) are in agreement there is a need for additional defibrillator/s for Lee and Lincombe and asked if any funding was still available from recent legacy. The Council was unsure but Cllr Gates suggested putting in a request to the Lions for help with funding. Their next meeting is 17th January 2023 and Cllr Coates agreed to send a proposal to Cllr Gates the following morning for presentation at that meeting.



13. To receive reports from County/District Councils

13.1. The report to Council prepared by District Councillor Cllr Pearson for December 2022 ITC 22087 was tabled and noted by all council members

13.2. Cllr Pearson having tabled her litter report to District Council ITC 22101 said ITC need to look at the litterbins in Ilfracombe and see what the Council want in terms of provision as a Town Council. A decision needs to be made as to whether they are in the right place, and whether they need replacing.

The matter of recycling bins not having lids was brought up and it was suggested a letter is written to North Devon Council regarding the matter.

Cllr Fowler gave a verbal report. The Harbour Board recommended that all mooring charges would be going up by 5% this year. They have been static for a couple of years. All the relevant miscellaneous charges, which go with mooring charges, will be going up by 15%. The sea wall at Larkstone is coming on well, with the blocks in place. It is still on track to be finished by Easter.

Cllr Crabb reported on the Ilfracombe Regeneration Board meeting. In the harbour by Verity, the Harbour Master is looking to turn it into a secure water pool for swimming and diving practice. Engineering calculations have been done, which says the wall should be able to withstand the pressure of four metres of water. Two sluice gates are needed at a cost of around £15k.

The Levelling up fund is behind schedule but it is hoped to be dealt with soon.

Cllr Crabb said there is a proposal for a Marine Training academy, which Devon County Council will be funding.

There is funding for a business plan regarding turning Ilfracombe into a Centre of Maritime Excellence. The Town Clerk said one had been set up in Fleetwood some years ago and it has turned into a £12m a year business.

Cllr Crabb said the County Council is dealing with the budget. He said it is proposed that Devon County council tax will go up by 4.99%. In total Devon County's budget has gone up by 11%. The Children's services budget next year is going up by 18.4%. It is alleged that 15% (1 in 6) of children in Devon are deemed special educational needs. Adult Social Care is to go up by about 9%, the majority of which is staff wages. Highways has gone up by 5%, which is less than the cost of Highways with currently 500 potholes a day being reported. The Corporate, which is the cost of running the Council, is going up by 7%.

14. Reports from Working Groups and Councillor Champions and Working Groups

14.1. Cllr Elliott Housing Champion having tabled her report December 2022 ITC 22088 said she is very mindful of the statistics that came out of the census, the health inequalities in particular. As her concern is housing this is hugely related to health outcomes especially in Ilfracombe. Cllr Elliott said there is some confusion about the relationship between One Ilfracombe and ITC. She did not know whether ITC take the lead in wanting One Ilfracombe to do something or whether One Ilfracombe has the projects. She feels that the Living Well meetings can be a broad-brush approach. She believed it was commissioned to try to tackle some of these



health inequalities but these are worsening. She suggested ITC refocus on what One Ilfracombe do on a particular issue to try to make some impact on these health statistics going forward.

15. To receive correspondence/Licences and Notices

15.1. Correspondence

Cllr Turton said Ilfracombe Holiday Park has contacted him to say that the Boxing event is going to go ahead next year. They are going to have a meeting with Cllr Turton in February before anything happens.

The Town Clerk has received a letter from the English Boxing Association. They had received a complaint about last year's event and they are considering that before granting a licence for it to proceed.

Cllr Turton said Ilfracombe Academy might be joining in with the Athena Learning Trust. Cllr Turton is on the Governors' Board.

The Arts Theatre is going to be part of the Landmark and work with Ilfracombe Academy.

Cllr Turton went to Mark Parkhouse in Barnstaple to get the Mayor's chain engraved and they are going to get back to Cllr Turton with a price.

15.2. Licences

None received.

15.3. Notices

None received.

16. Chairs Discretion: To be moved to Part B.

17. Part B -

17.1. To propose: *that under Section 1, Paragraph 2 of the Public Bodies (admission to Meetings) Act 1960 the press and public be excluded from the meeting for this item of business in view of the likely disclosure of confidential matters about information relating to an individual, and information relating to the financial or business affairs of any particular person, within the meaning of paragraph 1 and 8 of schedule 12A to the Local Government Act 1972 (see section 1 and part 1 of schedule 1 to the Local Government (Access to Information) Act 1985, as amended by the Local Government (Access to Information) (Variation) Order 2006.*

Staffing matters were discussed and it was agreed that the Town Clerk has lost the confidence of the Council and that a meeting with him be arranged.

18. It was agreed to review and refine the Town Maintenance Operative job description at the staffing committee, to ensure remuneration is commensurate with the job requirements.



The Chairman declared the meeting closed at 9.30pm. The next meeting of the council will be held at 7.00pm on Monday 13th February 2023 in the Ilfracombe Town Council Chamber.

A handwritten signature in black ink, appearing to read "Dan Turton", with a long horizontal stroke extending to the right.

Clr Dan Turton, Mayor
16/01/23
Chair