



ILFRACOMBE TOWN COUNCIL
MINUTES – 23 – 10
THE ILFRACOMBE CENTRE, HIGH STREET, ILFRACOMBE, DEVON, EX34 9QB, 01271 855300

Minutes of the Full Council Meeting held at 7.00pm on Monday 13th November 2023

Members Present:

Councillors: D Turton (Mayor), V Gates, P Crabb, P Coates, G Schofield, J Williams, D Williams, N
Townsend, T Huggins, T Ebert, M Newland, K Turton

Officers Present:

L Donovan (Proper Officer), S Seatherton (Programme Manager), C Coombs (Responsible Finance Officer), I
Howard (Minute Taker)

Others present: Pastor Hills, District Cllr Wilson and 2 members of the public.

1. To receive apologies and reasons for absence

Apologies were received from Cllr T Elliott (Personal), M Fay (Personal), B Gear (Personal), M Welling (Personal).

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

Cllr Schofield declared an interest in an invoice for payment under item 12.1.

3. To determine which items, if any, of the agenda should be taken with the public excluded.

The PO suggested that items 11.7 and 14.2 be taken with the public excluded, this was proposed by Cllr D Turton, seconded by Cllr Gates with all in favour.

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

Cllr Coates had an item to raise.

5. Public participation – A period not exceeding 15 minutes to be allocated allowing members of the public to speak for up to 3 minutes

A member of the public raised concerns with the lack of lighting along the seafront. This included the tri-coloured string lights that's hang as well as flood lighting that was installed behind capstone, however, does not seemed to have ever been turned on. The PO as well as Cllr Crabb will look into finding answers why the lights may not be on. The member of the public also expressed his worries with the closure of the TIC and feels that there should be some sort of physical tourist information presence in the town. The PO reassure the individual that this is still currently being discussed and that ay updates will be feedback.

6. Presentation by James Lander – Ilfracombe Poverty Truth Commission

James gave an explanation of the project and what he hopes the outcome will be. He asked if

any Councillors would be interested in getting involved and then asked if any Councillors had questions about the project.

7. To approve and adopt the Minutes of Full Council meeting – 9th October 2023 - Cllr D Turton

It was requested that the CCLA amount in the minutes is presented in pounds as well as Euro, as of the 9th October for clarification. As this was the only amendment to be made, these minutes were proposed for approval and adoption by Cllr D Turton, seconded by Cllr Gates with all in favour.

7.1. Update on actions taken from previous minutes

No updates made.

8. Minutes of Planning Committee meeting (to note and approve recommendations) – 16th October 2023 - Cllr D Williams

These minutes were noted by members.

8.1. Update on actions taken from previous minutes

No updates needed to be made.

9. Minutes of the Finance & General Purposes meeting (to note and approve recommendations) – 23rd October 2023 - Cllr V Gates

These minutes were noted by members.

9.1. Update on actions taken from previous minutes

Cllr Gates raised to actions that were voted for in this meeting for the approval of Full Council. The first actions was that it was agreed that Ropery Road Car Park would be free every Saturday in December for the use of Christmas shopping, all members present were in favour of this decision. The second actions was that F&GP Committee members voted for the charge per use on the public convenience doors be put up from 40p to 50p. Cllr Crabb proposed that this increase be made, this was seconded by Cllr D Turton with all in favour expect from one abstention from Cllr Ebert.

10. Minutes of Staffing Committee meeting (to note and approve recommendations) – 16th October 2023 - Cllr M Fay

In Cllr Fays absence, Cllr Gates asked that these minutes be noted by members.

10.1. Update on actions taken from previous minutes

Updates made included the Christmas closure times of reception being agreed and that the reception footfall data will continue to be gathered.

11. Report from Proper Officer

11.1. ITC 23200 – Proper Officer Report

The PO gave a brief overview of her report, key points raised included a letter from an ITC Freeman which highlighted the issues members of the public are currently facing with the bus services. Examples of buses not showing up on time or at all were raised especially with school/college children. Cllr Crabb offered to flag these concerns with DCC to see if anything could be done to resolve them. The Strategic meetings are still taking place with the Committee currently working on the 3rd section.

11.2. Confirm sub-committee times for 18th December 2023 - All members were in favour to have Staffing, Planning and F&GP Committee Meetings all in one day. Staffing will take place as usual at 10am as well as Planning at 7pm with F&GP to follow straight after this.

11.3. Approval of committee meeting dates for 2024 - All members were in favour to approve these dates as they had a similar format to the current year's dates.

11.4. ITC 23201 – Health & Safety Review Report

The PO has had communications with Worknest to discuss actions that need to be taken in regards to Health & Safety. Some essential training and assessments need to be undertaken, the PO is working to have these completed. The PO presented the updated ITC Health and Safety policy to members and asked for any feedback. Cllr Crabb proposed that an amendment be made to the home working policy but other than this was happy to adopt the policy. Cllr D Turton seconded this adoption with all in favour other than one abstention from Cllr Newland.

11.5. ITC 23202 – DCC Transportation Plan Report and presentation – to review and comment - The PO explained what this presentation included and showed Councillors how they could comment on this if they wished to.

11.6. ITC 23203 – Proposed Community Engagement Event/Social Campaign Report – Councillors discussed the opportunity for a face to face which could possibly take place at The Lantern to keep costs to a minimum, however, some councillors had concerns with safety issues that had been highlighted at an NDC meeting guidance meeting. Members also discussed the potential for a campaign solely online either by social media or zoom. The PO will follow this up with Neil who deals with the ITC social media.

12. Dotto Train Update – verbal - Following a verbal update from the PM & PO it has been decided that the representative on behalf of the council in relation to any further communications with any external bodies will be our Programme Manager.

13. Responsible Finance Officer Report

13.1. ITC 23204 – To review & agree current Accounting Status & Invoices for payment – report to follow - After looking through the invoices for payment, approval of these was proposed by Cllr D Turton, seconded by Cllr M Newland with all in favour

13.2. Review of 2024/2025 budget

The RFO gave a brief explanation of the 2024/25 budget with two totals, with and with the inclusion of the public convenience expenses. The RFO will email this budget out to members to look at in finer detail.

13.3. ITC 23205 – Treasury Management Strategy Report and strategy - The RFO presented the report and strategy to members, all were in favour to accept the document.

13.4. CCLA – To sign paperwork and confirm value invested – Councillors Gates, D Turton, Newland, Crabb and Huggins all agreed to sign the CCLA paperwork so that finances can be moved in future. Value to be confirmed by RFO.

14. Programme Manager Report; including One Ilfracombe (to note report and approve recommendations)

14.1. ITC 23206 – Programme Manager report – to follow – The PM read through his report, key points raised included the public conveniences. A quote has been received from HealthMatic and the PO feels that a decision needs to be made shortly therefore this should be taken to F&GP to look at in detail and bring a final decision to Full Council to be approved. The PM confirmed that the next One Ilfracombe board meeting will be held on Wednesday 25th January 2023.

15. To receive Reports/Proposals from Ilfracombe Town Councillors

15.1. Civility and Respect Pledge – verbal report from Cllr Welling

Due to Cllr Welling's absence, this report was unable to be given.

15.2. Nomination of a Freeman award by Cllr V Gates – This item was taken with the public excluded. Cllr Gates nomination for a Freeman award was unanimously accepted by members present. The PO will arrange presenting the award to the individual.

16. To receive reports from County/District Councillors

Cllr D Turton verbally updated members that the sea pool down the pier will be going ahead, however, usage of the pool will require participation in a swimming club. Cllr Crabb discussed updates on water quality as well as the Link Centre due to its new consultation now open until the 6th December 2023. Cllr Wilson stepped in to update members that she recently has been working with the Policy Committee as well as the issues with Dentistry in North Devon.

17. To receive reports from Working Groups and Councillor Champions

17.1. ITC 23207 – Housing Champion Report by Cllr T Elliott – This report was noted by members.

18. To receive Correspondence/Licenses/Notices

18.1. Applications received under the Licensing Act 2003

An application for the grant of a premises licence has been made by Victoria Wilson-George in respect of Sax on the Beach 2-3 The Promenade, Ilfracombe, EX34 9BD as follows:

1. To enable the supply of alcohol and Regulated Entertainment Sunday to Thursday 12:00 hours to 23:00 hours and Friday and Saturday 12:00 hours to 00:00 hours
2. The supply of Late Night Refreshment Friday and Saturday 23:00 hours to 00:00 hours
3. To allow the above on New Year's Eve as detailed in the application.

This application is in the Ilfracombe East Ward.

The closing date for any representations is 20th November 2023.

Members had no major concerns with this application and were all in favour to support this.

19. Chairs Discretion - Cllr Coates expressed her concerns with the loss of the mobile library that visits Lee Bay as well as many other towns and had ideas of how to replace this service. Cllr Coates has the idea of a potential shed or phone box against the back of the Lee Village Hall so books can be left and exchanged there. Cllr Crabb will speak with DCC Fullabrooke to see if there is funding available for this and update members with any feedback.

20. Items for Next Agenda - No members had items to add to the next agenda.

The Chairman declared the meeting closes at 21:10pm. The next Full Council Meeting will be held at 19:00pm on Monday 11th December 2023.

Cllr Dan Turton, Mayor
Ilfracombe Town Council
Chair