



ILFRACOMBE TOWN COUNCIL
Finance & General Purposes Committee Meeting
Monday 18th December 2023 – 7.30pm
Venue – The Ilfracombe Centre – Council Chamber

Members Present:

Cllrs: V Gates (Chair), P Crabb, N Townsend, D Turton, G Schofield

Officers Present:

L Donovan (Proper Officer), I Howard (Minute Taker), S Seatherton (Programme Manager)

1. Meeting Introduction

1.1. To receive and consider for approval, apologies for absence and reasons given

Apologies were received from Cllrs: G Coulter, B Gear, T Huggins, M Newland and H Perrin. Due to not being quorate, it was at this stage that Cllr Gates proposed that Cllr Schofield be co-opted on to the F&GP Committee for this meeting, this was seconded by Cllr Turton with all in favour.

1.2. To note any declarations of interest

None received.

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

None received.

1.4. To adopt minutes of meeting held on 27th November 2023

Motion to adopt these minutes was proposed by Cllr Gates, seconded by Cllr Crabb with all members in favour.

1.5. Update on actions taken from previous minutes

No Update to be made.

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

The PO suggested that item 2.2.1 be taken with the public excluded.

2. FINANCE AND AUDIT

2.1. Finance Officer Report – ITC 23218

2.1.1. To note details of account balances

In the absence of the RFO, the PO presented this report to members, it was noted and no questions were received.

2.1.2. To receive and approve items of expenditure

The PO presented a list of items of expenditure that needed approval to members, it was proposed that all expenditure be approved for payment by Cllr D Turton, seconded by Cllr Turton with all in favour.

2.2. Budgetary Matters

2.2.1. Review of 2024/25 budget in order to agree or make adjustments where necessary.

Cllr Gates proposed to move this section into Part B, seconded by Cllr Crabb with all in favour. Disclosable information for this item is that no changes to the 2024/25 budget. Cllr Gates



proposed that this budget be taken to Full Council for final approval, this was seconded by Cllr Crabb with all in favour.

2.2.2. To consider and agree costs of gas boiler

The issues with the boiler were explained to members present and it was agreed that this should be a project for the Facilities Manager to take priority on. It was decided that a heat loss survey should be undertaken, the PO will inform the Facilities Manager to organise this. Cllr Gates asked that this item be added to each F&GP agenda until the boiler is repaired or replaced.

2.2.3. To review and agree car parking charges at Ropery Road for 2024

All members were in favour to keep the car parking charges the same as the past year with no changes. Cllr Gates suggested that the price for motorhomes be different to regular vehicles with a weekly permit being £80 and a 24hr ticket be £12. Cllr Crabb explained that there was a traffic order on the Car Park and that it would have to be changed in order to do this. The PO will get in contact with NDC to see if this can be amended.

2.2.4. To consider defibrillator for The Lantern Report – ITC 23219

After reading through this report, members decided that now is not the right time to purchase anymore defibrillators.

2.2.5. To agree budget for Twinning Association Civic Event – May 2024

All members were in favour to increase this budget from £250 to £500 to ensure there was enough cover the food and drinks for the people attending this event.

2.2.6. To consider budgetary request from North Devon Records Office for next or future financial years

The PO explained the information she had received from a phone call with a member of the North Devon Records Office. After discussion, Cllr Gates proposed that ITC do the same as last year and offer the office £500 of grant funding. All members were in favour and this will be taken to Full Council for final approval.

3. GENERAL PURPOSES

3.1. Main Reports & Updates

3.1.1. Town Assets

- **Facilities and Maintenance Managers Report – ITC 23220** – Read out and noted.
- **Town Maintenance Operative's Report – ITC 23221** – Read out and noted.

3.1.2. To consider issuing one or two flexible car parking permits for Rotary at Cheyne Beach Car Park

After discussion, all members were in favour to offer only one flexible car parking permit to Rotary for Cheyne Beach Car Park as this is what ITC did last year.

3.1.3. One Ilfracombe

The PM had no major updates to make other than that advertisement for the Wellbeing Teams new Team Leader is now being pushed and that the next OI board meeting will take place in January.



4. Chair's Discretion - No items to raise.

The meeting was closed at 21:00pm, the next Finance & General Purposes meeting will take place Monday 22nd January 2024.

Clr Val Gates
Chair of Finance & General Purposes Committee
Ilfracombe Town Council
18/12/2023

DRAFT