



ILFRACOMBE TOWN COUNCIL
MINUTES – 24 – 01
THE ILFRACOMBE CENTRE, HIGH STREET, ILFRACOMBE, DEVON, EX34 9QB, 01271 855300

Minutes of the Full Council Meeting held at 7.00pm on Monday 8th January 2024

Members Present:

Councillors: D Turton (Mayor), P Crabb, D Williams, N
Townsend, T Ebert, M Newland, T Elliott, M Newland, P Coates, V Gates, M Welling, T Huggins

Officers Present:

L Donovan (Proper Officer), C Coombs (Responsible Finance Officer), I
Howard (Minute Taker)

1. To receive apologies and agree and reasons for absence

Apologies were received from Cllrs G Coulter, H Perrin, G Schofield, K Turton, B Gear, J Williams and M Fay (all personal).

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

None received.

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

No items requested to be taken with the public excluded.

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

Cllrs Elliott and Crabb both had items 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

No public participation.

6. To approve and adopt the Minutes of Full Council meeting – 11th December 2023 - Cllr D Turton

Cllr Elliott pointed out a spelling error in item 14 and also requested that a section be added to item 12.2. referring to her suggestion of ensuring there is mitigation for people who may struggle paying to enter the toilets once the pay on entry doors are fitted. These amendments were approved and the minutes were proposed for adoption by Cllr D Turton, seconded by Cllr Elliott with all in favour.

6.1. Update on actions taken from previous minutes

Following on from the correspondence in this meeting, the PO informed members that Ben Parnell of the Athena Trust will be attending the March Full Council meeting to answers any questions Councillors may have, based on the correspondence they had received regarding the Ilfracombe Academy and its students.

7. Minutes of Planning Committee meeting (to note and approve recommendations) – 18th December 2023 - Cllr J Williams

In Cllr J Williams absence, Cllr D Williams, being Vice Chair, asked members present that these minutes be noted.

7.1. Update on actions taken from previous minutes

Cllr Crabb asked if there had been any updates on the enforcement case Ref 13342 relating to illegally parked caravans etc, Cllr Coates explained the situation and thanked Cllr J Williams on her efforts to push enforcement to take a second look at these issues.

8. Minutes of the Finance & General Purposes meeting (to note and approve recommendations) – 18th December 2023 - Cllr V Gates

Cllr Gates asked members that these minutes be noted.

8.1. Update on actions taken from previous minutes

Cllr Gates updated members that approval was needed to grant the North Devon Records Office £500 in order to keep running for another year. This was proposed by Cllr Gates, seconded by Cllr Crabb with all in favour. The PO informed members that she had been in contact with NDC regarding the Traffic Order on Ropery Road and whether this can be adapted to allow motorhomes to park overnight. The reply received was that the meeting for this had already taken place meaning the Traffic Order could not be changed for another year. The PO explained the current situation with the boiler to members who had not yet been informed, more updates will be made including quotes at the next F&GP meeting.

8.1.1. Approval needed for £500 grant for North Devon Records Office – This was approved in item 8.1.

9. Minutes of Staffing Committee meeting (to note and approve recommendations) – 18th December 2023 - Cllr M Fay

In Cllr Fays absence, Cllr Gates informed members that this meeting was not quorate meaning no decisions could be made.

9.1. Update on actions taken from previous minutes – None.

10. Report from Proper Officer

10.1. ITC 23222 – Proper Officer Report – The PO read through her report and highlighted key updates.

11. Responsible Finance Officer Report

11.1. ITC 23223 – To review & agree current Accounting Status & Invoices for payment – verbal –

The RFO gave a verbal report regarding the current accounting status. She noted that an invoice had been received for works on the Environmental Resilience Monitoring Device and due to another invoice just been paid, the RFO will not pay this until more information is received on what the works were for and if they were necessary. The CCLA are currently being chased up by the RFO as no details have been received as of yet. All members were in favour to approve the invoices presented for payment, the RFO will pay these over the upcoming days.

11.2. 2024/25 Budget – To agree and finalise budget – The RFO explained that this had been discussed at the previous Full Council. The PO presented a letter to members from the Precept and

Insurance Officer at NDC which included the 2024/25 Precept request figure of £433,406.00. The letter also included what the Band D council tax charge would be for 2024/25, based on dividing the requested precept by the town's tax base which was calculated at £122.04. Members had to then vote whether to approve these figures for the next financial year. Cllr Crabb proposed to go ahead with these figures, this was seconded by Cllr Gates with all in favour apart from Cllrs Ebert and Elliott who voted against. The PO will reply to this letter from NDC with approval to go ahead by the end of the month.

11.3. National Pay Award – To consider and approve the 2023/24 National Pay Award – The PO explained the National Pay Award to members and presented the figures. The PO assured Councillors that this award would not increase the staffing budget as it had already been including in the budget. Cllr D Turton proposed that this Pay Award be approved, this was seconded by Cllr Newland with all in favour.

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

12.1. ITC 23224 – Programme Manager report – In the absence of the PM, the PO presented this report to members and this was noted.

12.2. ITC 23225 – To review and approve options in relation to Pride in Ilfracombe – Councillors read through the report and discussed the logistics of each option available for the event. After discussion, Cllr Newland proposed that this be a stand-alone event at the Carlton that is postponed till later in the year, Cllr Elliott seconded this and all other members were in favour. The PO will delegate the organising of the event to the Community Engagement Officer.

13. To receive Reports/Proposals from Ilfracombe Town Councillors – Cllr Gates informed members that she had attended a meeting in Combe Martin which discussed the possibility of building a Kelp Farm a mile and a half off shore from Combe Martin, however, no final decisions have been made just yet.

14. To receive reports from County/District Councillors – Cllr Crabb gave a verbal DCC report which included notice of roadworks in the area, one of which at Cedars Roundabout in Barnstaple which Cllr Crabb will be asking for more details on due to the estimated cost of the works. Cllr Crabb also gave an update on housing as DCC had recently purchased more temporary accommodation and had also reopened a deal with Travelodge to also be used for temporary accommodation.

15. To receive reports from Working Groups and Councillor Champions

15.1. ITC verbal – Cllr M Welling to consider signing up to the Civility and Respect Pledge and discuss budget implications in doing so – Cllr Welling explained what the Pledge and its training entailed as well as explained that this could be an efficient way to streamline any negative behaviour, not only within the council but potentially with the public. Cllr Welling had not yet looked into the financial implications of taking on this Pledge as she wanted to ensure that members were interested before doing so. Cllr Huggins proposed that Cllr Welling looked into what taking on the Pledge would cost, this was seconded by Cllr D Turton with all in favour.

15.2. ITC verbal – Cllr T Elliott Housing Champion Report – Cllr Elliott informed members that the Community Land Trust will be attending the next Planning Committee Meeting to discuss application 78083 which has plans to bring more affordable housing to the town.

16. To receive Correspondence/Licenses/Notices – None received.

17. Chairs Discretion – Cllr Elliott highlighted her concerns with a video that had recently been posted on social media by a former resident who described her experience with racism whilst living in Ilfracombe. Due to this, Cllr Elliott asked whether the Zero Tolerance to hate campaign could be revisited and reintroduced to ensure people know that as a Town Council we do not condone any racism. Cllr Welling assured Cllr Elliott that this would be covered under the Civility and Respect Pledge. Cllr Crabb pointed out that Ilfracombe was no longer a Dementia Friendly town and expressed the importance of having this. Cllr Crabb will bring more details on this to the next Full Council, Cllr D Turton also highlighted that Cllr K Turton had worked on this previously so may be able help again. Cllr Crabb also raised the idea of giving some of the ITC Facilities Team staff training so that they can be seconded to do emergency work in the town if either NDC or DCC cannot address it quickly. The PO will discuss this at the next Staffing Committee meeting and report back to Full Council.

18. Items for Next Agenda – No members had items to add to the next agenda.

The Chairman declared the meeting closed at 20:43pm. The next Full Council Meeting will be held at 19:00pm on Monday 12th February 2024.

**Cllr D Turton, Mayor
Ilfracombe Town Council
Chair**

08/01/2024