



ILFRACOMBE TOWN COUNCIL
Finance & General Purposes Committee Meeting
Monday 25th March 2024 – 7.30pm
Venue – The Ilfracombe Centre – Council Chamber

Members Present:

Cllrs: M Newland (Vice Chair), N Townsend, T Huggins, D Turton, G Coulter, Paul Crabb, Bert Gear

Officers Present:

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

1. Meeting Introduction

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

Apologies were received from Cllrs Perrin and Gates.

1.2. To note any declarations of interest

Cllr Crabb declared an interested in item 2.2.2.

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

No items to raise.

1.4. To adopt minutes of meeting held on 26th February 2024

Motion to adopt these minutes was proposed by Cllr Turton, seconded by Cllr Huggins with all in favour.

1.5. Update on actions taken from previous minutes

The PO updated members on the public conveniences; they will not be taken on from April 1st as previously organised. However, NDC have not provided any further information or updates regarding alternative dates or plans at this time.

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

No items to be taken with the public excluded.

2. FINANCE AND AUDIT

2.1. Finance Officer Report – ITC 23248

2.1.1. To note details of account balances

The RFO noted that the CCLA accounts have now been incorporated to her F&GP reports. Additionally, she mentioned that she will be beginning her AGAR reporting process this week. She also highlighted that quotes have been obtained from Safe Working Lifts regarding necessary works for the Lantern lift to meet Health & Safety requirements.

2.1.2. To receive and approve items of expenditure

It was proposed that all items of expenditure, including those on the addendum be approved for payment by Cllr Huggins, this was seconded by Cllr Newland with all in favour.

2.2. Budgetary Matters

2.2.1. To consider and approve car parking situation for the 2024 Sea Ilfracombe event - As the Sea Ilfracombe Event co-ordinators put in a grant request to pay for the Ropery Road



Car Park hire each year, the PO suggested offering them the Car Park in an alternative method. However, all members agreed it would be better to follow the usual process.

2.2.2. To approve the grant amounts as agreed by the Grants Working Group on 14th March 2024 – ITC 23249 – During this point in the meeting, Councillor Crabb left the room due to a declared interest in a particular item under discussion. Following the grants meeting, the Committee discovered that they were £950 over the grants budget for the year. In an attempt to reduce this overage, Councillor Huggins proposed cutting down certain amounts further, but not all members agreed to reducing grant funding from any of the parties.

Given the favourable financial position for the end of the 2023-24 financial year, Councillor Turton proposed adding £1000 to the grants budget for 2024-25 to ensure fair funding for all parties submitting grant requests. This proposal was seconded by Councillor Townsend and received unanimous approval.

As this proposal requires approval from the Full Council, Councillor Huggins proposed taking both the current grants amount and Councillor Turton's proposal to the Full Council. This was seconded by Councillor Gear and received unanimous approval from the Committee

2.2.3. To consider budget allocation for Cairn walks marker posts – Cllr Newland proposed that the £287.74 for the marker posts be allocated to the Town Assets department of the budget. This was seconded by Cllr Turton with all in favour.

3. GENERAL PURPOSES

3.1. Main Reports & Updates

3.1.1. Town Assets

- **Facilities and Maintenance Managers Report – ITC 23250** – Noted by members.
 - **To review and prioritise anticipated future expenditure of the Lantern** – The PO emphasized that the Lantern requires attention in areas where it is run down, particularly in aspects related to health and safety. As some of these issues are mandatory for compliance with health and safety regulations, the PO will proceed with addressing them without waiting for approval from the Council. Any other aesthetic changes to the Lantern will be reported to Council for approval.

- **Town Maintenance Operative's Report – ITC 23251** – Noted by members.

3.1.2. TIC update

The PO provided an update that she will be attending a meeting tomorrow regarding the TIC and its business proposal. The business proposal was presented to members and discussed during the meeting. Any additional updates resulting from the meeting will be communicated back to the Councillors for their information.

3.1.3. One Ilfracombe update

The PM explained that there was originally scheduled to be an OI Board Meeting on April 24th, but this was postponed to allow the Taskforce meeting to occur first and to see the outcome. Following the Taskforce meeting, there should be a proposal on how to implement the Taskforce through the board.



Additionally, the Wellbeing team is functioning effectively, and the new manager started in their role today. The PM plans to meet with the new manager on Wednesday to delegate some of the workload he has been handling during this period.

Regarding the wellbeing contract, it is set to end in July, marking the end of the final year. However, there is a possibility of extending the contract for two additional years. Any updates regarding this matter will be communicated to the members. Finally, the PM mentioned that OI is in a favourable financial position, enabling more work on projects in the upcoming year.

3.1.4. Southern extension community building update

The PO provided an update stating that a meeting involving the PM and Richard Slaney led to John Triggs encouraging developers at the Southern Extension to allocate £1 million for a community building. After exploring various options, it was agreed that a design for the building would be finalized on March 27th. The building is intended to include a hall, kitchen, and changing rooms, along with two full-sized pitches for both football and rugby.

However, a decision regarding who will manage the building and outdoor pitches has not been reached yet. The PO assured that any further developments regarding this matter will be communicated to the relevant parties.

3.2. Correspondence

3.2.1. Email from Sea Cadets re: Ropery Road car park – Members read this correspondence and decided the best course of action would be to offer the Sea Cadets a discounted permit for Ropery Road based on their club meeting times. This proposal will be presented to the Full Council for consideration and approval.

4. Chair's Discretion – No items were raised.

The Chair declared the meeting closed at 20:50hrs, the next Finance and General Purposes Committee Meeting will take place on the Monday 22nd April in the Council Chambers.

ClIr Marc Newland
Vice Chair of Finance & General Purposes Committee
Ilfracombe Town Council

25/03/2024