



Members of Ilfracombe Town Council – You are hereby summoned to attend:

**Full Council Meeting – Monday 10th June 2024
THE COUNCIL CHAMBERS, THE ILFRACOMBE CENTRE, DEVON, EX34 9QB**

Council members – Cllrs: D Turton (Mayor), M Fay (Deputy Mayor), V Gates, B Gear, G Coulter, P Coates, T Elliott, G Schofield, P Crabb, J Williams, D Williams, M Newland, H Perrin, N Townsend, K Turton, M Welling, T Huggins, T Ebert

Council Members are requested that if they wish to give apologies that they do so before 5:00pm on the day of the meeting

The meeting will be opened with prayers. Anyone not wishing to join during this period can request to be shown to the 'waiting room' and join the meeting directly afterwards.

AGENDA

- 1. To determine which items, if any, of the agenda should be taken with the public excluded**
- 2. To receive and agree apologies and reasons for absence**
 - 2.1.** To consider and approve a prolonged absence request
- 3. To receive declarations of interest and consider members' submitted dispensation requests**
- 4. Chair's discretion for any matters or announcements for Information Only**
- 5. Public participation – A period not exceeding 15 minutes to be allocated allowing members of the public to speak for up to 3 minutes**
- 6. To approve and adopt the Minutes of Full Council meeting – 13th May 2024 - Cllr D Turton**
 - 6.1.** Update on actions taken from previous minutes
 - 6.1.1.** ITC 24011 - AGAR return updated with Internal Auditor report and signatures for publication after Full Council meeting
- 7. Minutes of Planning Committee meeting (to note and approve recommendations) – 20th May 2024 - Cllr J Williams**
 - 7.1.** Update on actions taken from previous minutes
 - 7.1.1.** To adopt the Terms of Reference for the Planning Committee
- 8. Minutes of the Finance & General Purposes meeting (to note and approve recommendations) – 28th May 2024 - Cllr M Newland**
 - 8.1.** Update on actions taken from previous minutes
 - 8.1.1.** To adopt the Terms of Reference for the Finance & General Purposes Committee
 - 8.1.2.** To approve recommended cost for The Lantern extractor fan unit
 - 8.1.3.** To approve recommendation to purchase tables for the Lantern
 - 8.1.4.** To approve recommendation for subscription to Hydro International Pathfinder renewal
- 9. Minutes of Staffing Committee meeting (to note and approve recommendations) – 20th May 2024 - Cllr M Fay**
 - 9.1.** Update on actions taken from previous minutes
 - 9.1.1.** To adopt the Terms of Reference for the Staffing Committee
 - 9.1.2.** To adopt ITC Paternity Leave Policy V2
 - 9.1.3.** To approve recommendation of 4 hours per week be allowed to Proper Officer to complete CiLCA qualification

10. Report from Proper Officer

10.1. ITC 24022 – Proper Officer Report

11. Responsible Finance Officer Report

11.1. ITC 24023 – To review & agree current Accounting Status & Invoices for payment

11.2. To review and approve all authorised account signatories

12. Programme Manager Report; including One Ilfracombe

12.1. ITC 24024 – Programme Manager report

12.2. ITC 24025 – Link Centre report

13. To receive Reports/Proposals from Ilfracombe Town Councillors

14. To receive reports from County/District Councillors

15. To receive reports from Working Groups and Councillor Champions

16. To receive Correspondence/Licenses/Notices

16.1. Correspondence

16.1.1. To approve draft letter to Devon County Council regarding the Link Centre/Ilfracombe Mental Health Alliance

16.1.2. Letter and questions and answers regarding Save our Sands campaign

16.1.3. Email regarding parking and road closures at Lee

16.1.4. Letter from Baby Bank Thank you for ITC grant

16.2. Licences

16.3. Notices

17. To review and adopt the wording of the Ilfracombe Strategic Plan

18. IRB update

19. Chairs Discretion

20. Items for Next Agenda

*Members of the Press & Public are Welcome to attend the Meeting from 7pm
Doors will be open from 6:45pm-7:00pm*



Laura Donovan
Proper Officer – Ilfracombe Town Council

5th June 2024