



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

**Full Council Meeting – Monday 8<sup>th</sup> July 2024 at 7:00pm  
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 receive and agree apologies and reasons for absence**
- 2. To receive declarations of interest and consider members' submitted dispensation requests**
- 3. Chair's discretion for any matters or announcements for Information Only**
- 4. To appoint and welcome new Mayoral Cadet 2024/25**
- 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 determine which items, if any, of the agenda should be taken with the public excluded**
- 7. To approve and adopt the Minutes of Full Council meeting – 10<sup>th</sup> June 2024 – Cllr P Crabb**
  - 7.1.** Update on actions taken from previous minutes
- 8. Minutes of Planning Committee meeting (to note and approve recommendations) – 17<sup>th</sup> June 2024 - Cllr J Williams**
  - 8.1.** Update on actions taken from previous minutes
- 9. Minutes of the Finance & General Purposes meeting (to note and approve recommendations) – 24<sup>th</sup> June 2024 - Cllr M Newland**
  - 9.1.** Update on actions taken from previous minutes
    - 9.1.1.** To agree and adopt the Financial Regulations Policy
    - 9.1.2.** To agree and approve recommendation that the outstanding debt owed by the Tourist Information Centre to ITC be written off as a bad debt
- 10. Minutes of Staffing Committee meeting (to note and approve recommendations) – 17<sup>th</sup> June 2024 - Cllr M Fay**
  - 10.1.** Update on actions taken from previous minutes
- 11. Report from Proper Officer**
  - 11.1.** ITC 24028 – Proper Officer Report
  - 11.2.** ITC 24029 – Fire Safety Training Report
  - 11.3.** ITC 24030 – War Memorial Report
  - 11.4.** ITC 24031 – Strategic Plan changes Report
  - 11.5.** TIC Update
- 12. Responsible Finance Officer Report**
  - 12.1.** ITC 24032 – To review & agree current Accounting Status & Invoices for payment

- 13. Programme Manager Report; including One Ilfracombe**
  - 13.1. ITC 24033** – Programme Manager Report
- 14. To receive Reports/Proposals from Ilfracombe Town Councillors**
- 15. To receive reports from County/District Councillors**
- 16. To receive reports from Working Groups and Councillor Champions**
  - 16.1. ITC 24034** – Volunteering Strategy Report motion 1
  - 16.2. ITC Volunteering Strategy**
  - 16.3. ITC 24035** – Volunteering on the ITC website Report motion 2
- 17. To receive Correspondence/Licences/Notices**
  - 17.1. Correspondence**
    - 17.1.1. IBTA Member Questions**
    - 17.1.2. Letter from Ilfracombe/Ifs Twinning Association**
  - 17.2. Licences**
  - 17.3. Notices**
- 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**

**3<sup>rd</sup> July 2024**