



**ILFRACOMBE TOWN COUNCIL
MINUTES – 24 – 10
THE COUNCIL CHAMBERS, THE ILFRACOMBE CENTRE, DEVON, EX34 9QB**

Minutes of the Full Council Meeting held at 7:00pm on Monday 7th October 2024

Members Present:

Councillors: Mark Fay (Deputy Mayor), B Gear, G Coulter, P Crabb, T Huggins, H Perrin, M Newland

Officers Present:

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

Others Present: 4 members of the public

1. To receive and agree apologies and reasons for absence

Apologies were received from Cllrs V Gates (resignation), K Turton (resignation), N Townsend (personal), M Welling (resignation), D Turton (personal), J Williams (personal), D Williams (personal) and P Coates (personal)
Absent: Cllrs G Schofield and T Ebert

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

None received.

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

None received.

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

Cllr Gear proposed that item 16.1.1. be taken with the public excluded, all members were in agreed on this.

5. Public participation – A period not exceeding 15 minutes to be allocated allowing members of the public to speak for up to 3 minutes

A member of the public had two queries for members. The first was whether the public conveniences had been taken over. The PO explained that none have been taken over as of yet, however, the transfer document for the Hele Bay toilets had been receiving and she is currently working through the documents alongside NDC. The second question was why the mast for the children playground on the seafront had not yet been put up. The PO, as well as Cllr Crabb, explained that this cannot be done until it is ad gone through planning and been approved. The last time the PO had communications about this she discovered that the application for the mast was due to be placed in September. Another member of the public wanted to discuss item 16.1.2. which is a correspondence that had been sent in by her. The correspondence was detailing the Christmas event she is organising at Pip & Jims church and her request was that Ropery Road Car Park be made free from 5pm on the evening of the event. Members had no issues with this and were happy to support the event through extending the free parking.

6. To approve and adopt the Minutes of Full Council meeting – 9th September 2024 – Cllr D Turton

These minutes were proposed for approval and adoption by Cllr Gear, seconded by Cllr Huggins with all in favour apart from abstentions from Cllrs Fay and Newland who were absent from the meeting.

- 6.1. Update on actions taken from previous minutes** – No updates to be made.
- 7. Minutes of Planning Committee meeting (to note and approve recommendations) – 16th September 2024 - Cllr J Williams**
These minutes were noted by members.
- 7.1. Update on actions taken from previous minutes** – No updates to be made.
- 8. Minutes of the Finance & General Purposes meeting (to note and approve recommendations) – 23rd September 2024 - Cllr T Huggins**
These minutes were noted by members.
- 8.1. Update on actions taken from previous minutes** – No updates to be made.
- 9. Minutes of Staffing Committee meeting (to note and approve recommendations) – 16th September 2024 - Cllr M Fay**
These minutes were noted by members.
- 9.1. Update on actions taken from previous minutes** – No updates to be made.
- 10. Report from Proper Officer**
- 10.1. ITC 24061 – Proper Officer Report** – The PO provided a brief overview of her report, highlighting several points.
- 10.2. ITC 24062 – To consider all cost implications and agree future arrangements for our Town Crier** – Members looked through this report and the PO explained that there was an update. It's been discovered that a company offers a Livery hire service at £60 per event. Members discussed the options for Livery as well as the other cost implications. Cllr Crabb proposed that Livery be hired for now and that all other cost implications be approved, this was seconded by Cllr Huggins with all in favour.
- 10.3. To review and agree the proposed transfer of toilets at Hele Bay** – The transfer documents were circulated prior to the meeting. The PO explained that she had read through these and highlighted certain aspects which needed clarification specifically the restricted covenants on the toilets included in the documents. Members decided to agree with the transfer in principle, however, they would like the PO to investigate the covenants and bring anything feedback to the next Full Council meeting.
- 11. Responsible Finance Officer Report**
- 11.1. ITC 24063 – To review & agree current Accounting Status & Invoices for payment** – The RFO requested approval for the payment of the invoices listed in her report, this was proposed by Cllr Crabb, seconded by Cllr Newland with all in favour. The RFO also updated members with some of the things she has been working on in her report.
- 12. Programme Manager Report; including One Ilfracombe**
- 12.1. ITC 24064 – Programme Manager Report** – The PM highlighted some key points from his report. This was noted by Councillors.
- 13. To receive reports/Proposals from Ilfracombe Town Councillors**
- 13.1. ITC 24065 – To propose that ITC write a letter to DCC regarding the funds raised from the doubling of Council Tax – Cllr T Huggins** – Members read through this report and had no issues with Cllr Huggins writing this letter and sending with the approval of the PO. Cllr Gera proposed to accept this proposal, this was seconded by Cllr Fay with all in favour apart from an abstention from Cllr Crabb.
- 14. To receive reports from County/District Councillors** – Cllr Crabb DCC report will be circulated to members.

15. To receive reports from Working Groups and Councillor Champions – None received.

16. To receive Correspondence/Licences/Notices

16.1. Correspondence

16.1.1. Letter regarding High Street Car Park sale – This item was taken with the public excluded under Part B.

16.1.2. Email regarding Harbour lighting of the lights – This item was discussed during the Public Participation.

16.1.3. Email regarding parking issues at the boxing event held at North Devon resort – This correspondence was noted by members.

16.2. Licences – None received.

16.3. Notices – None received.

17. Chairs Discretion – None received.

18. Items for Next Agenda – None received.

At this point, the meeting continued under Part B regulations. This was proposed by Cllr Fay, Seconded by Cllr Huggins and all voted in favour. The live stream was stopped and officers present were invited to remain in the meeting.

The Regulations State: that under Section 1, Paragraph 2 of the Public Bodies (admission to Meetings) Act 1960 the press and public be excluded from the meeting for this item of business in view of the likely disclosure of confidential matters about information relating to an individual, and information relating to the financial or business affairs of any particular person, within the meaning of paragraph 1 and 8 of schedule 12A to the Local Government Act 1972 (see section 1 and part 1 of schedule 1 to the Local Government (Access to Information) Act 1985, as amended by the Local Government (Access to Information) (Variation) Order 2006.

16.1.1. Letter regarding High Street Car Park sale – This letter was brought to member's attention, councillors have discussed the options available. Members have asked the PO to work on this and report back to Full Council.

The Chairman declared the meeting closed at 20:23, the next Full Council Meeting will be held at 19:00hrs on Monday 11th November 2024.

**Cllr Mark Fay (Deputy Mayor)
Ilfracombe Town Council
Chair**

07/10/2024