



## Ilfracombe Town Council

**ILFRACOMBE TOWN COUNCIL**  
**Finance & General Purposes Committee Meeting**  
**Monday 23<sup>rd</sup> January 2026 at 7:00 pm**  
**Venue – Council Chamber – The Ilfracombe Centre, High Street,**  
**Ilfracombe**

Minutes of the Finance & General Purposes Meeting held at 7:00pm on  
Monday 23<sup>rd</sup> February 2026

**Members Present:**

Cllrs: J Quinn (Deputy Chair), P Crabb, N Basil, B Gear, P Crabb (arrived late)

**Officers Present:**

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

**F2602 - 1. Welcome by Chair**

In the Chair Cllr Huggins absence and Deputy Chair Cllr Quinns illness, all members were in agreement to allow Cllr Gear chair this meeting.

**F2602 - 2. Meeting Introduction**

**F2602 – 2.1. To receive and consider for approval, apologies for absence and reasons given** – Apologies were received from Cllr Huggins, Coulter and Irwin (all personal).

**F2602 – 2.2. To note any declarations of interest** – None received.

**F2602 – 2.3. Chair’s discretion for any matters or announcements for Information Only** – None received.

**F2602 – 2.4. To determine which items, if any, of the agenda should be taken with the public excluded** – The PO suggested item 4.4. and 4.6. be taken with the public excluded. This was unanimously approved by members.

**F2602 – 2.5. Public participation – A period not exceeding 15 minutes to be allocated allowing members of the public to speak for up to 3 minutes** – None received.

**Cllr Crabb arrived (7:15pm).**

## **F2602 – 2.6. To adopt minutes of meeting held on 26<sup>th</sup> January 2026**

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

### **F2602 – 2.6.1. Update on actions taken from previous minutes –**

The PO informed members that NDC know that ITC are happy to take on the Bandstand Licence, however, she has not yet had the physical licence through to be signed.

## **F2602 - 3. Finance And Audit**

### **F2602 – 3.1. Responsible Finance Officer Report ITC 26008**

**F2602 – 3.1.1. To approve and authorise Accounts and authorise by signature monthly bank reconciliations** – These reconciliations were approved. The signatures for the reconciliations were taken following to the meeting.

**F2602 – 3.1.2. To receive and approve items of expenditure including addendum submitted on the day** – Cllr Turton proposed that all expenditure items, including those on the addendum, be approved for payment. This was seconded by Cllr Quinn and unanimously agreed.

**F2602 – 3.1.3. To agree a working group to review end of year reserves and final accounts approval** – Cllr Turton volunteered to be a part of this group, it was highlighted that Cllr Huggins who is absent may also want to be involved. The RFO will communicate with both members regarding this.

## **F2602 - 4. General Purposes**

**F2602 – 4.1. Town Assets - Senior Facilities Coordinator & Facilities Officer Report – ITC 26009** – This report was noted by members.

**F2602 – 4.2. Town Team update – via [link](#)** – These minutes were noted by members.

**F2602 – 4.3. Ilfracombe in Bloom update** – The PO mentioned that a meeting was recently held to reconnect and review how things are progressing so far.

**F2602 – 4.4. Link Centre update** – This item was taken with the public excluded.

**F2602 – 4.5. ITC 26010 - Telephone Box relocation project** – After discussion, members decided to approve the initial cost of £149 to put in a planning permission application for the relocation. If successful, the PO will bring this to Full Council for approval on next steps.

**F2602 – 4.6. To review and agree current supplier contract and quote in relation to Public Conveniences** – This item was taken with the public excluded.

**F2602 - 5. Correspondence**

**F2602 – 5.1. Email received regarding purchase of Challenge Alarm Services Ltd** – This correspondence was noted by members.

**F2602 - 6. Chair’s Discretion – for information only** – None received.

At this point, the meeting continued under Part B regulations. This was proposed by Cllr Crabb, seconded by Cllr Quinn with all in favour. All officers were invited to stay.

***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.***

**F2602 – 4.4. Link Centre update** – The PM provided an update on recent discussions and his thoughts on the progress so far.

**F2602 – 4.6. To review and agree current supplier contract and quote in relation to Public Conveniences** – Following an extensive discussion and review of the report, Cllr Gear suggested that the committee recommend option C as per the report to Full Council for approval. Cllr Basil seconded the proposal, and it was unanimously agreed. The PO will now focus on adding further details to the report for Full Council.

The Chair declared the meeting closed at 20:07hrs, the next Finance & General Purposes Committee Meeting will take place on Monday 23<sup>rd</sup> March 2026 at 19:00hrs in the Council Chambers.

**Cllr Bert Gear  
Member of Finance & General Purposes Committee  
Ilfracombe Town Council**

**23/02/2026**