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**ILFRACOMBE TOWN COUNCIL  
MINUTES – 26 – 05  
THE COUNCIL CHAMBERS, THE ILFRACOMBE CENTRE, DEVON, EX34 9QB**

Minutes of the Full Council Meeting held at 7:00pm on Monday 11<sup>th</sup> May 2026

**Members Present:**

**Cllrs:** M Fay (Mayor), J Williams (Deputy Mayor), B Gear, G Coulter, P Crabb, D Turton, D Williams, T Huggins, N Basil, J Quinn, J Irwin

**Officers Present:**

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

**Others present:** Pastor Geoff Hills, Cllr S Wilson and 3 members of the public.

**2605 - 1. Welcome by Chair**

Cllr Fay welcomed the assembled.

**2605 - 2. To receive and consider for approval, apologies and reasons for absence.**

Apologies were received from Cllrs Newland and Schofield (work commitments). Cllr Elliott had to leave unexpectedly due to personal reasons.

**2605 - 3. To receive and record Declarations of Interest as per Localism Act 2011 Section 31.**

None received.

**2605 - 4. Chair's discretion – for any matters or announcements for Information only.**

Cllr Huggins, Cllr Wilson and the PO had items to receive.

**2605 - 5. Public participation**

A member of the public raised ongoing concerns regarding the seafront lights not functioning, as well as the condition of several buildings around the town. The PO advised that they would follow up with NDC regarding the lighting issue and provided an update on the work already being carried out by ITC to address empty and derelict buildings that are impacting the town's appearance. Another member of the public queried ITC's engagement with high street landlords, to which the PO responded.

**2605 - 6. To determine which items, if any, of the agenda should be taken with the public excluded – Public Bodies (Admission to Meetings) Act 1960, Section 1, Paragraph 2.**

No items to be taken with the public excluded.

**2605 - 7. To adopt minutes of Full Council Meeting held 13<sup>th</sup> April 2026 and to note matters, updates and actions arising.** –These minutes were proposed for approval and adoption by Cllr Fay, seconded by Cllr Irwin with all in favour.

**Deferred items:**

**2605 – 7.1. Link Centre Update – minute 2604 -10.2.** – The PM explained that he had sent a letter to DCC, following feedback from the April FC, however, no response has been replied as of yet. Cllr Wilson will work with the PM to chase for a response.

**2605 – 7.2. To review and agree Reserves Portfolio – minute 2604 – 12.5.** –The RFO explained that the matter remains under review; however, Cllr Huggins presented a report relating to the issue. Following discussion, Cllr Crabb proposed that the portfolio be agreed, subject to the information contained within Cllr Huggins' report being accurate. This was seconded by Cllr Gear, with all members in favour. Should any information emerge that contradicts the report, the matter will be brought back to the June FC meeting.

**2605 - 8. Minutes of Staffing Committee meeting (to note and approve recommendations) – 20<sup>th</sup> April 2026 - Cllr M Fay** – These minutes were noted by members.

**2605 - 9. Minutes of Planning Committee meeting (to note and approve recommendations) – 20<sup>th</sup> April 2026 - Cllr J Williams** – These minutes were noted by members.

**2605 - 10. Minutes of Finance and General Purposes Committee meeting (to note and approve recommendations) – 27<sup>th</sup> April 2026 - Cllr T Huggins** – These minutes were noted by members.

**2605 - 11. ITC 26040 – Proper Officer Report** –The PO provided a brief overview of her report, which included discussion of the insurance claim submitted in relation to the recent damage to the Lantern roof. Cllr Crabb expressed a wish for ITC to explore the possibility of pursuing those responsible through court summons in order to recover the costs of the damage. No decision could be made at this stage; however, the PO will gather further information and report back.

**2605 - 12. ITC 26041 – Responsible Finance Officer Report**

**2605 – 12.1. To review and agree current accounting status** – The accounting status was provided and agreed by members.

**2605 – 12.2. To review and agree invoices for payment** – Cllr Huggins proposed to agree the submitted invoices, including those on the addendum, for payment, this was seconded by Cllr D Williams with all in favour.

**2605 - 13. ITC 26042 – Programme Manager Report – including One Ilfracombe update**

**2605 – 13.1. Update on strengthening democratic participation in Ilfracombe** – Members noted the update given on the work completed so far.

**2605 - 14. To receive reports/proposals from Ilfracombe Town Councillors** – None received.

**2605 - 15. To receive reports from County and District Councillors** – Cllr Wilsons report was circulated prior to the meeting. Discussion took place regarding the number of homeschooled children in Ilfracombe and what provisions are in place for them. The PO will

look to invite the Ilfracombe Juniors School Head teacher to come and discuss this further. Cllrs J Williams, Crabb and Quinn gave updates on matters arisen from recent NDC meetings.

**2605 - 16. To receive reports from Working Groups and Councillor Champions – None received.**

**2605 - 17. IRB update** –The last PO meeting took place on 29 April. A key point of note was the attendance of an NDC Engineering Officer, who provided an overview of the proposed plans for repairing cliff faces in and around Ilfracombe.

**2605 - 18. To receive correspondence/licenses/notices – None received.**

**2605 - 19. Chairs Discretion – for information only** – Cllr Huggins thanked everyone involved in the Twinning Association events held over the previous weekend and reported that they had been very successful. Cllr S Wilson requested that a letter of thanks be sent to the organiser of the Art Trail following another successful event over the weekend.

The PO also highlighted that planning permission had been granted for the telephone box project, which will be brought back to a future F&GP meeting for further discussion. In addition, the final bus shelter replacements around the town are scheduled to take place this coming Friday, with an additional shelter due to be installed at St Brannock's in the coming weeks.

The Chair declared the meeting closed at 20:17hrs, the next Full Council Meeting will take place on Monday 8<sup>th</sup> June 2026 at 19:00hrs in the Council Chambers.

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

**11/05/2026**