



44 High Street
Ilfracombe
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Finance & General Purposes Committee Meeting
Monday 22nd June 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
22nd June 2026

Members Present:

Cllrs: T Huggins (Chair), J Quinn (Deputy Chair), G Coulter, B Gear, J Irwin, N Basil, P Crabb, S Jennison

Officers Present:

L Donovan (Proper Officer) and I Howard (Minute Taker)

F2606 - 1. Welcome by Chair – Cllr Huggins welcomed the assembled. Cllr Jennison was present at the meeting, Cllr Turton proposed that he be coopted onto this committee, this was seconded by Cllr Gear with all in favour.

F2606 - 2. To receive and consider for approval, apologies and reasons for absence. – None received.

F2606 - 3. To receive and record Declarations of Interest – None received.

F2606 - 4. Chair's discretion – The PO/ had an item to raise.

F2606 - 5. Public participation – None received.

F2606 - 6. To adopt minutes of F&GP meeting held 26th May 2026 and to note matters arising. – Motion to adopt these minutes were approved by Cllr Crabb, seconded by Cllr Gear with all in favour. The PO provided members with updates on agreed actions from the previous committee meeting.

F2606 - 7. 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.

F2606 - 8. Finance and Audit – RFO Report ITC 26054

F2606 – 8.1. To approve and authorise Accounts and authorise by signature monthly bank reconciliations. – Due to the RFOs absence, the monthly reconciliations will be deferred until July's meeting, however, Cllr Huggins proposed to approve and authorise the accounts as they stand. This was seconded by Cllr Irwin with all in favour.

F2606 – 8.2. To receive and approve items of expenditure including addendum submitted on the day. – Cllr Huggins proposed that all expenditure items be approved for payment, subject to clarification of the King Shaxon/Merseyside Fire amount, as members believed the correct figure was approximately £43,500. This was seconded by Cllr Crabb and unanimously agreed.

F2606 - 9. General Purposes

F2606 – 9.1. Town Team Update – [via link](#) – The most recent meeting took place last week and the minutes are due to be circulated shortly. The PO gave a brief overview of key points during the meeting.

F2606 – 9.2. IRB update – The PO informed members that the Community Land Trust attended this meeting to give an update on the work happening recently. Other notable points were raised and minutes should be available soon.

F2606 – 9.3. To consider maintenance equipment funding – The PO advised that DCC may make £1,000 in HMCEF funding available to go towards the purchase of a Leaf & Litter Vacuum for the facilities team, leaving a balance of £699 (including VAT) to be paid. Cllr Huggins proposed that the remaining amount be paid if the funding is awarded. This was seconded by Cllr Gear, with all in favour.

F2606 – 9.4. To agree repair of server room air conditioning unit – Motion to agree the repair costs was proposed by Cllr Huggins, seconded by Cllr Quinn with all in favour.

F2606 – 9.5. To review and agree restoration of Town Crest mosaic – Members requested the PO look for further quotes before making a decision.

F2606 – 9.6. ITC 26029A To accept grant applications and approve for payment – Cllr Huggins proposed to increase the amount of the One Ilfracombe Youth Club grant payment to £668.01 and accept the other grant applications stated in the report. This was seconded by Cllr Irwin with all in favour.

F2606 – 9.7. Update on building occupancy and agree any potential adjustments – The PO and MT updated members on the possibility of a current Ilfracombe Centre occupant reducing their occupied space and renegotiating their lease terms. Following discussion, it was agreed that the occupant should be advised of the current price per square metre so they can calculate the cost if they reduce the number of rooms occupied. Further updates will be provided in due course.

F2606 - 10. Correspondence – None received.

F2606 - 11. Chairs Discretion – for information only – The MT informed members a quote had been received for the valuation and cleaning of the Mayors, Deputy Mayors and Consorto Regalia. This will be investigated further and brought back at a later date for a decision, if necessary.

The Chair declared the meeting closed at 20:05hrs, the next Finance & General Purposes Committee Meeting will take place on Monday 27th July 2026 at 19:00hrs in the Council Chambers.

**Cllr Trevor Huggins
Chair of Finance & General Purposes Committee
Ilfracombe Town Council**

22/06/2026