



44 High Street
Ilfracombe
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Finance & General Purposes Committee Meeting
Tuesday 26th May 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 Tuesday
26th May 2026

Members Present:

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

Officers Present:

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

F2605 - 1. Election of New Chair and Deputy Chair for 2026-2027 – Cllr Gear nominated Cllr Huggins for the position of Chair, seconded by Cllr Irwin with all in favour. Cllr Huggins nominated Cllr Quinn for the position of Deputy Chair, seconded by Cllr Irwin with all in favour.

F2605 - 2. Welcome by Chair - Cllr Huggins welcomed the assembled.

F2605 - 3. To receive and consider for approval, apologies and reasons for absence. - Apologies were received from Cllr D Turton (work commitments). Cllr Crabb was absent from the meeting.

F2605 - 4. To receive and record Declarations of Interest as per Localism Act 2011 Section 31. – None received.

F2605 - 5. Chair's discretion – for any matters or announcements for Information only. – The PO and MT had items to raise.

F2605 - 6. Public participation – None received.

F2605 - 7. To adopt minutes of F&GP meeting held 27th April 2026 and to note matters arising. – Motion to adopt these minutes were approved by Cllr Huggins, seconded by Cllr Quinn with all in favour.

F2605 - 8. 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.

F2605 - 9. Finance and Audit – RFO Report ITC 26043

F2605 – 9.1. To approve and authorise Accounts and authorise by signature monthly bank reconciliations. – These reconciliations were approved. The signatures for the reconciliations were taken prior to the meeting.

F2605 – 9.2. To receive and approve items of expenditure including addendum submitted on the day. – Cllr Huggins proposed that all expenditure items, including those

on the addendum, be approved for payment. This was seconded by Cllr Irwin and unanimously agreed.

F2605 – 9.3. To review and agree for recommendation to Full Council the updated Year-end Financial Statement – Report ITC 26036(updated) – Motion agree the above recommendation was proposed by Cllr Huggins, seconded by Cllr Coulter with all in favour.

F2605 – 9.4. To review and agree for recommendation to Full Council the Updated Draft Submission for AGAR – Report ITC 26037(updated) – Motion agree the above recommendation was proposed by Cllr Huggins, seconded by Cllr Gear with all in favour.

F2605 – 9.5. To review and agree for recommendation to Full Council the 26/27 Reserves Portfolio and recommendations – Report ITC 26044 – Motion to agree the above recommendations was proposed by Cllr Huggins, seconded by Cllr Quinn with all in favour.

F2605 – 9.6. To review and agree for recommendation to Full Council the continuation of the Merseyside Fire Services loan for 2026/27 – Motion to agree the above recommendations was proposed by Cllr Huggins, seconded by Cllr Quinn with all in favour.

F2605 - 10. General Purposes

F2605 – 10.1. Town Assets – Report ITC 26045 – This report was noted by members.

F2605 – 10.2. To approve the donation of bench as a memorial to Freeman Mike Edmunds – Motion to approve the donation was proposed by Cllr Huggins, seconded by Cllr Quinn with all in favour.

F2605 – 10.3. To approve Telephone Box costings recommended in Report ITC 26046 – Motion to approve the costings related to the report was proposed by Cllr Huggins, seconded by Cllr Quinn with all in favour.

F2605 – 10.4. To review and approve recommendations in relation to Public Toilet Door as per Report ITC 26047 – Motion to approve the above recommendations related to the report was proposed by Cllr Huggins, seconded by Cllr Quinn with all in favour.

F2605 – 10.5. To review and approve recommendations in relation to Replacement of Ropery Road Advertising Boards – Report ITC 26048 – Motion to approve the above recommendations related to the report was proposed by Cllr Huggins, seconded by Cllr Quinn with all in favour.

F2605 – 10.5. Update on Civil claim process/costings – The PO informed members that, following discussions with a law firm, the parents could not be held liable for the cost of repairing the damage to the Lantern. She will now contact Zurich to ask whether they are able to investigate the matter further, and the crime reference number has been provided to support this.

F2605 – 10.6. Town Team Update – These minutes were noted by members.

F2605 – 10.7. Link Centre Update – The PM explained that, following the strongly worded letter, DCC had changed its position and would not only retain the Link Centre but also bring

it up to standard by carrying out all necessary repairs. The PM and PO will also explore working alongside DCC, possibly through a working group, to help promote the available services more effectively.

F2605 - 11. Correspondence

F2605 – 11. Ilfracombe Pilot gig club regatta 2026 – to agree the reserving of spaces at Ropery Road Car Park – Motion to agree the reserving of spaces was proposed by Cllr Huggins, seconded by Cllr Coulter with all in favour. Members have asked the PO to inform the organisers of the event that if they wish to do this in peak weeks next year then pricings may need to be reviewed.

F2605 - 12. Chairs Discretion – for information only – The MT requested feedback from members on the possibility of installing a Royal Mail postal locker on Ropery Road Car Park due to it being an additional source of income. Members were in support of the MT taking next steps and arranging a site visit.

The PO provided the following updates: the solar panels on the Ilfracombe Centre roof require attention, particularly following storm damage last year, and she proposed establishing a working group with members who have relevant knowledge to help decide the best course of action. She also advised that she would like the flags reinstated above the front entrance of the Ilfracombe Centre, as they were previously. Members agreed this would be a positive addition, and it was noted that all necessary materials are already available apart from the flag, which the PO will arrange to order. Following the NDC Strategy and Resources meeting, the Proper Officer reported that NDC has decided to transfer the Skate Park to ITC, with ITC being responsible for the associated legal transfer fees. She also advised that she had met with Gardant Security, who are seeking to become a registered CIC in order to access funding and use this to provide street marshals. Finally, Spring Nurseries have confirmed that the Lantern project is not viable, and the PO is therefore exploring alternative options for use of the space.

The Chair declared the meeting closed at 20:18hrs, the next Finance & General Purposes Committee Meeting will take place on Monday 22nd June 2026 at 19:00hrs in the Council Chambers.

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

27/05/2026