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**ILFRACOMBE TOWN COUNCIL
MINUTES – 26 – 07
THE COUNCIL CHAMBERS, THE ILFRACOMBE CENTRE, DEVON, EX34 9QB**

Minutes of the Full Council Meeting held at 7:00pm on Monday 13th July 2026

Members Present:

Cllrs: M Fay (Chair/Mayor), J Williams (Deputy Mayor), G Coulter, P Crabb, D Williams, T Huggins, N Basil, J Quinn, M Turnball, N Jenner, S Jennison, M Newland, G Schofield, J Irwin

Officers Present:

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

Others present: Cllr S Wilson and 2 members of the public.

2607 - 1. Welcome by Chair

Cllr Fay welcomed the assembled.

2607 - 2. To receive and consider for approval, apologies and reasons for absence.

Apologies were received from Cllr Turton, Cllr Elliott and Cllr Gear (personal).

2607 - 3. To receive and record Declarations of Interest as per Localism Act 2011 Section 31.

Cllr Huggin declared an interest in item 17.4., however, this is not due to pecuniary reasons.

2607 - 4. Chair's discretion – for any matters or announcements for Information only.

The PO had items to raise.

2607 - 5. Public participation

A member of the public congratulated all those involved in the Town of Cultures bid following the announcement that Ilfracombe had been shortlisted. Another member of the public raised a question about the taxi rank and single yellow lines outside Wetherspoons. Cllr S Wilson will request a further update.

2607 - 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.

The PO suggested that her chairs discretion be taken with the public excluded due to contractual reasons, all members unanimously agreed to this.

2607 - 7. To adopt minutes of Annual Meeting of the Council held 11th May 2026 and Full Council Meeting held 8th June 2026 and to note matters, updates and actions arising.

Both sets of minutes were proposed for approval and adoption by Cllr Fay, seconded by Cllr Quinn with all in favour.

2607 - 8. Minutes of Planning Committee meeting (to note and approve recommendations) – 15th June 2026 - Cllr J Williams – These minutes were noted by members.

2607 - 9. Minutes of Finance and General Purposes Committee meeting (to note and approve recommendations) – 22nd June 2026 - Cllr T Huggins – These minutes were noted by members.

2607 - 10. ITC 26055 – Proper Officer Report

2607 – 10.1. To agree Councillor Champion for Culture role for 2026/27 – Motion to agree Cllr Turnball for the Culture Champion Role was proposed by Cllr Fay, seconded by Cllr Crabb with all in favour.

2607 – 10.2. To agree the solar panel repair quote. – Motion to agree a value of up to £910 to repair the solar panels and clean them was proposed by Cllr Fay, seconded by Cllr D Williams with all in favour.

2607 - 11. ITC 26056 – Responsible Finance Officer Report

2607 – 11.1. To review and agree current accounting status – The RFO provided a verbal report to members, including the current status of the accounts, this was agreed by members.

2607 – 11.2. To review and agree invoices for payment – Cllr Huggins proposed to agree the submitted invoices on the addendum, for payment, this was seconded by Cllr Quinn with all in favour.

2607 - 12. ITC 26057 – Programme Manager Report – including One Ilfracombe update – The PM and Project Officer Charmain provided updates on recent One Ilfracombe projects and gave further updates on the Town of Cultures Bid.

2607 - 13. To receive reports/proposals from Ilfracombe Town Councillors

2607 – 13.1. ITC 26058 – LGR Report – Cllr P Crabb – This report was noted by members.

2607 - 14. To receive reports from County and District Councillors – Cllrs Wilson, Crabb, Quinn and J Williams all provided updates.

2607 - 15. To receive reports from Working Groups and Councillor Champions

2607 – 15.1. ITC 26059 – Environmental Report – Cllr N Basil – To agree that Ilfracombe Town Council writes to North Devon Council to ensure their operatives:

2607 – 15.1.1. After their collection, leave the area at least as tidy as it was before the collection:

- bags are left so that they cannot blow away
- no residual litter is left
- in general it looks tidy

2607 – 15.1.2. Nothing except the recycling is left without there also being an explanatory note also left to explain why these items were not collected.

2607 – 15.1.3. Where it is obvious that the resident is missing a recycling container one is left for them or a delivery of it is arranged.

2607 – 15.1.4. Do their utmost to ensure that all recyclable items are collected.

All members were in favour to try work through some of these recurring issues with NDC through a forum such as Town Team rather than sending a letter. The PO will speak to her contacts at NDC and report back in due course.

2607 – 15.2. ITC 26060 – Public Health Champion Report – Cllr T Elliott – This report was noted by members.

2607 – 15.3. ITC 26061 – Youth Champion Report – Cllr D Williams – This report was noted by members.

2607– 16. To agree to set up a Biodiversity/Environmental Working Group – ITC 26062 – Motion to agree to form the working group was proposed by Cllr Fay, seconded by Cllr Basil with all in favour. Cllrs Basil, Jenner, Crabb have all volunteered to be a part of the group.

2607 – 17. To receive correspondence/licenses/notices

2607 – 17.1. Resident Mr Legge letter of concern – Following discussion, the PO that Mr Legge be invited to the centre to meet with officers and discuss the concerns raised in his letter, as members felt many of the issues were already being addressed through various forums of which Mr Legge may not be aware of. This was proposed by Cllr Crabb, seconded by Cllr J Williams with all in favour with the exception of 3 abstentions.

Cllr D Williams left the meeting 20:17hrs.

2607 – 17.2. Resident Ms Payne letter regarding Wildersmouth Beach Bathing – Members were all in favour, in principle, to work towards making the beach hold bathing status again. The PO will start discussions with the relevant agencies on next steps to take.

Cllr D Williams left the meeting 20:20hrs.

2607 – 17.3. From Post to Past Securing the Future of Ilfracombe Museum – to agree draft letter of support for Ilfracombe Museum – Motion to agree the draft letter was proposed by Cllr Fay, seconded by Cllr Newland with all in favour.

2607 – 17.4. Request for Land to Support Ilfracombe Town Youth Football Club – This correspondence was noted for now, the PO will continue to try and contact the Club to find out further information.

2607 – 17.5. Applications received under the Licensing Act 2003

An application for the grant of a premises licence has been made by

(a) Watermouth Lodges, Watermouth, Ilfracombe EX34 9SJ

1. To enable the supply of alcohol on and off the premises Monday to Sunday from 11:00 to 23:00.
2. The provision of regulated entertainment Monday to Sunday 11:00 to 23:30.
3. To extend hours on Mother's Day, Father's Day and New Years Eve for the above activities.

This application is in the Ilfracombe East and Marwood Wards. The closing date for any representations is 20th July 2026

(b) St James Tearoom, 10 St James Place, Ilfracombe EX34 9BH

1. To enable the supply of alcohol on and off the premises Monday to Sunday from 11:00 to 21:00.

2. The provision of regulated entertainment Monday to Sunday 10:30 to 21:00
This application is in the Ilfracombe East Ward. The closing date for any representations is 24th July 2026

Both applications were noted by members.

2607 – 18. Chairs Discretion – for information only – This item was taken with the public excluded.

At this point, the meeting continued under Part B regulations. This was proposed by Cllr Fay, seconded by Cllr Crabb with all in favour. The recording and live stream was stopped and both members of the public left. 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.

2607 – 18. Chairs Discretion – for information only – The PO provided an update on the current situation of an NDC asset.

The Chair declared the meeting closed at 20:57hrs, the next Full Council Meeting will take place on Monday 10th August 2026 at 19:00hrs in the Council Chambers.

Cllr Mark Fay (Mayor)
Ilfracombe Town Council
Chair

13/07/2026