44 High Street
Ilfracombe
EX34 9QB
Tel: 01271 855300

ILFRACOMBE TOWN COUNCIL
MINUTES – 26 – 11
THE COUNCIL CHAMBERS, THE ILFRACOMBE CENTRE, DEVON, EX34 9QB

Minutes of the Full Council Meeting held at 7:00pm on Monday 9th November 2026

Members Present:

Cllrs: J Williams (Deputy Mayor), B Gear, G Coulter, G Schofield, P Crabb, D Turton, D Williams, T Huggins, T Ebert, J Irwin, N Jenner, M Turnbull, S Jennison.

Officers Present:

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

Others present: Pastor Hills.

2611 - 1. Welcome by Chair
In the absence of the Mayor, Cllr M Fay, Deputy Mayor Cllr J Williams welcomed the assembled. Pastor Hills commenced with prayers.

2611 - 2. To note apologies and reasons for absence.
Apologies were received from Cllrs G Coulter, J Quinn, T Elliott, M Fay, and B Gear (personal reasons). Cllr Newland was absent from the meeting.

2611 - 3. To receive and record Declarations of Interest as per Localism Act 2011 Section 31.
None received.

2611 - 4. To request any Chair's discretion
The PO had items to raise.

2611 - 5. Public participation
A member of the public again raised concerns about the light outside the Landmark Theatre and asked the PO to investigate. A broken lamppost in the Torrs area was also raised and will be reported. Another member highlighted persistent water flowing along the road between New and Old Barnstaple Roads; this will be reported to DCC.

2611 - 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 item 2611 – 10.1. be taken with the public excluded due to the sensitive nature of the item. This was unanimously agreed.

2611 - 7. To adopt minutes of Full Council Meeting held 12th October 2026 and to note matters, updates and actions arising.
Motion to adopt the draft minutes was proposed by Cllr Turton, seconded by Cllr Huggins with all in favour.

2611 - 8. Minutes of Staffing Committee meeting (to note and approve recommendations) –19th October 2026 - Cllr M Fay – These minutes were noted by members.

2611 - 9. Minutes of Planning Committee meeting (to note and approve recommendations) – 19th October 2026 - Cllr J Williams – These minutes were noted by members.

2611 - 10. Minutes of Finance and General Purposes Committee meeting (to note and approve recommendations) – 26th October 2026 - Cllr T Huggins – These minutes were noted by members.

2611 – 10.1. Item F2610-10 – To review and agree proposed Staffing Precept Budget with all salary adjustments for 2027/28 - This item was taken with the public excluded.

2611 - 11. ITC 26096 – Proper Officer Report

2611 – 11.1. To agree and sign the TP1 transfer document for Wilder Road Public Conveniences – Motion to agree and sign the document was proposed by Cllr Turton, seconded by Cllr Huggins with all in favour. Cllrs J Williams and Huggins.

2611 – 11.2. To review and agree match funding contribution in principle to Ilfracombe Museum in line with their Lottery funding bid as per email – Motion to agree to match fund an amount of £2000 to Ilfracombe Museum under the 2026/27 financial budget was proposed by Cllr Crabb, seconded by Cllr J Williams with all in favour.

2611 – 11.3. To review and agree level of contribution for 2027/28 and to consider future funding as part of the ongoing budget setting process for Street Marshalls – Following discussion, Cllr Crabb proposed a contribution of £8,000 for 2027/28. Cllr Huggins proposed increasing this to £10,000, seconded by Cllr Ebert, but the counter-proposal was rejected, with the remaining eight members voting against. Cllr Crabb's original £8,000 proposal, seconded by Cllr D Williams, was then put to the vote and carried, with all members in favour except two who voted against.

2611 – 11.4. To agree councillor representation on the UK Town of Culture Oversight Board. – Motion to agree Cllr Turnball as the TOC oversight was unanimously agreed.

2611 – 11.5. To review and agree the additional cost for the repair of the solar panels – Members requested deferral to the Finance & General Purposes Committee so the PO could clarify whether ITC would need a larger inverter in future. This would inform their decision on whether to install a larger inverter now to meet future needs.

2611 – 11.6. To review and agree the annual CCTV cost to be spent in 2026/27 and to be built into the budget for subsequent years. – Cllr Crabb proposed approving the annual CCTV cost of £1,100 for 2027/28 and including this cost in future budgets. Cllr Schofield seconded the motion, which was carried unanimously.

2611 - 12. ITC 26097 – Responsible Finance Officer Report

2611- 12.1. To review and agree current accounting status & invoices for payment – The RFO provided a verbal report to members, including the current status of the accounts, this was agreed by members. Cllr Huggins proposed to agree the submitted invoices on the addendum, for payment, this was seconded by Cllr Schofield with all in favour.

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2611 - 13. ITC 26098 – Programme Manager's Report, including the One Ilfracombe update – The PM summarised the report, including project officer Charmain's update on the TOC bid. Members noted the report.

2611 - 14. To receive reports/proposals from Ilfracombe Town Councillors – None received.

2611 - 15. To receive reports from Working Groups and Councillor Champions

2611 – 15.1. ITC 26099 – Cllr Elliott Public Health Champion report – This report was noted by members.

2611 - 16. To receive reports from County and District Councillors – DCC Cllr Wilsons report was circulated prior to the meeting. Cllr J Williams and Cllr Turton provided verbal NDC meeting updates.

2611 - 17. To receive correspondence/licenses/notices

2611 – 17.1. Letter from Ofcom in relation to Royal Mail complaint – This correspondence was noted by members.

2611– 17.2. RDUH response in relation to Maternity Services at NDDH – This correspondence was noted by members.

2611– 17.3. Letter from resident in relation to Greenclose Mews – This correspondence was noted by members.

2611 – 17.4. Letter from MP Ian Roome in relation to Ilfracombe Community Awards – This correspondence was noted by members.

2611 – 17.5. Applications received under the Licensing Act 2003

An application for the grant of a premises licence has been made by Hele Bay Garage, Watermouth Road, Ilfracombe EX34 9QY

1. **Update premises plan.**
2. **Removal of all embedded restrictions.**
3. **Off sales of alcohol 06:00 to 23:00 Monday to Sunday.**
4. **Removal of all conditions at annex 2 to be replaced with more up to date and appropriate conditions.**

The closing date for any representations is 12th November 2026.

This application was noted by members.

2611 - 18. Chairs Discretion – for information only – The PO informed members that Past Mayor Kit Lecks funeral would take place on the 26th November at 14:15hrs at the Crematorium. It was also mentioned that Sector Inspector Joey Lester would be attending a premeeting prior to Decembers Full Council.

Confidential Session

Resolved: that under Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 the press and public be excluded from the meeting for this item of business on the grounds that publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted – namely matter relating to current legal proceedings. Proposed by Cllr Huggins, seconded by Cllr Irwin with all in favour.

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At this point, the meeting continued with the press, some officers and public excluded. The following notes were taken by the PO.

2611 – 10.1. Item F2610-10 – To review and agree proposed Staffing Precept Budget with all salary adjustments for 2027/28 – It was resolved that the staffing precept budget was accepted with all the recommended adjustments. This proposed by Cllr Irwin and seconded by Cllr Huggins with all in favour.

The Chair declared the meeting closed at 20:08hrs, the next Full Council Meeting will take place on Monday 7th December 2026 at 19:00hrs in the Council Chambers.

Cllr J Williams (Deputy Mayor)
Ilfracombe Town Council **09/11/2026**
Deputy Chair

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