



ILFRACOMBE TOWN COUNCIL
Minutes of the Finance & General Purposes Committee Meeting
Monday 25th March 2019

this was held in the Ilfracombe Centre, High Street, Ilfracombe and began at 7pm

COMMITTEE MEMBERS PRESENT: Cllrs; G Schofield (A/Chair), L Aston, D Turton, B Gear, P Crabb.
Also present: The Proper Officer.

11.1 Apologies received: Cllrs; G Coulter (holiday), V Gates (other commitments), R Donovan (other commitments), S Trebble (other commitments).

11.2 Declarations of interest and notification of Chairs Discretion

A record book was available for any declarations of Interest to be made.
(For chair's discretion, see 11.5.15).

11.3 Adoption of minutes & matters arising from actions

Cllr L Aston proposed the minutes as a true and correct record, Cllr D Turton seconded and all members were in favour of adoption.

A resume of outstanding and new actions is included at the end of these minutes.

11.4 FINANCE AND AUDIT

11.4.1 Financial Management – Budget Tracker; a report of income and expenditure to date and to agree exceeded budgets

The Proper Officer tabled the budget exceptions noting that all income was included and up to date.

Cllr P Crabb proposed to agree a tabled report noting exceeded budgets and accompanying comments, Cllr B Gear seconded and all members were in favour.

Recommend to Full Council – to agree to the tabled report noting exceeded budgets and accompanying comments.

11.4.2 Audit Matters

The Proper Officer noted that arrangements have been made to facilitate the internal auditor and associated work on Wednesday 17th April 2019.

11.5 GENERAL PURPOSES

11.5.1 Town Assets (including Asset report)

The Asset report had been previously circulated to all members and was noted.

11.5.2 Car Parks

a) Ropery Road

The Proper Officer updated the committee on income and expenditure via a report which was tabled this evening.

- Request to enter into service contract for ticket machines – members suggested not entering into a service contract until options for the management of the car park have been discussed and decided.
- Management contract options – Premier Park had sent a different option going forward for the management of Ropery Road car park, it was suggested to contact other car park operators before proceeding any further.
- Car charging point update – InstaVolt have suggested a location for the charging points, members have asked for more information from InstaVolt before agreeing to this. Members had concerns regarding a draft lease document that had been received and decided to wait until options for the management of the car park had been discussed and decided.

b) Cheyne Beach car park

The Proper Officer updated the committee on income and expenditure via a report which was tabled this evening. So far 61 permits have been sold for 2019/20 season.

11.5.3 The Ilfracombe Centre – Centre Manager Report

The Proper Officer had previously circulated her Centre Manager report which was also tabled this evening. The report was noted.

11.5.4 Vision Community Centre

Cllr L Aston noted that there is a committee meeting this Thursday 28th March. There are plenty of bookings coming in, but the abandoned car is still parked at the Centre which has been reported to NDC. The floor repairs are due to be carried out in April, the centre will have to be closed for 2-3 weeks for this to take place.

11.5.5 Public Toilets

ITC had previously expressed an interest to NDC in the Northfield Road site and the Cove toilets. Cllr P Crabb noted the Northfield Road site is on a floodplain and that the Cove toilets are being used as storage for the Canoe club until the Watersports Centre has been completed. It was noted that some complaints had been received regarding the cleanliness of toilets on the harbour and on Wilder Road, this has been reported to North Devon Council.

11.5.6 One Ilfracombe – to include Town Team feedback

Cllr D Turton noted there is a meeting later this week.

11.5.7 Green Team / Town Maintenance Operative updates

The Town Maintenance Operative had provided a report for March which was read out by the Proper Officer. To summarise;

- 2,400 plant plugs received in time for summer
- Funding received for machinery
- Fruit trees planted at Hele Orchard
- Lee Bay toilet maintenance near completion ready for Easter
- Bug Hotels installed near Mullacott, made from recycled pallets and pinecones

11.5.8 Drain Clearing

Members were reminded to identify any blocked drains.

11.5.9 Grants

a) Applied for – Updates (Lighting at Skateboard Park)

It was noted that the work is near completion and the funding has been received.

The Proper Officer noted that NDC had awarded £1,399 to contribute towards the cost of replacement windows at the Lantern, NDC have since withdrawn the offer.

11.5.10 CCTV (general)

Discussions are ongoing and more information will be brought to the next meeting.

11.5.11 Dotto Train

Cllr P Crabb suggested looking into legislation and an operator's licence prior to meeting with DCC. Cllr B Gear will investigate the running of a similar train in Torquay and bring the information back to the next meeting.

11.5.12 Report from Harbour Forum

Nothing to report this evening

11.5.13 Web/Facebook updates

Nothing to report this evening.

11.5.14 Correspondence/Licences – The Queens Hotel

Although it's not a huge change, members noted they had concerns with the proposed extended hours for licensable activities.

11.5.15 Chair's Discretion

None this evening.

The meeting finished at 20:40

Recommendations to Full Council

- to agree to the tabled report noting exceeded budgets and accompanying comments.

Resume Actions

- To look into a new 'pod point' that has been installed in Braunton. – **Instavolt carried out site visit & have suggested a location. They advise that 1 hour free parking will apply to charging cars. Trying to solve 'free 1st hour' issue as doesn't work with ANPR cameras. Hold off until management of car park has been decided. N Pearson will obtain feedback from Braunton**
- Car Park tidying up/painting. - **S&J Decorating to start works in February 2019 – work not yet started, will chase.**
- Working group (Crabb, Gates, SS, NI) to meet and investigate spec/costs for IT Provision at the Ilfracombe Centre. – **a meeting with potential suppliers took place on 21st March, awaiting update (SS)**
- to report on Cheyne car park lights – **awaiting delivery of replacement lights from CEF, members agreed cost £250 + VAT for labour, fixings.**
- Obtain 3 quotes for drain clearing – **Town Team involvement to identify blocked drains, ongoing,**
- To look into a 'pay on exit' scheme and arrange meetings with other car operators & Premier Park to investigate management options for Ropery Road car park. **Proper Officer to contact other operators and NDC.**
- Cllr S Trebble to obtain quotes for replacement control/power supply for lights at war memorial – **Steve Trebble to bring quotes/report to next meeting**



Miss Rachel Collins
Proper Officer & Centre Manager

26 March 2019