



ILFRACOMBE TOWN COUNCIL
Minutes of the Finance & General Purposes Committee Meeting
29 January 2018

this was held in the Ilfracombe Centre, High Street, Ilfracombe and began at 7.05pm

COMMITTEE MEMBERS PRESENT: Cllrs; R Donovan (Chair), N Pearson, V Gates, L Aston, P Crabb (19:15).

Also present: Cllr G Coulter, the Acting Town Clerk and 2 members of the public.

9.1 Apologies received: Cllrs; B Gear (holiday), S Trebble (holiday), G Schofield (holiday), D Turton (other commitments).

This scheduled meeting did not meet its quorum and as such, Cllr R Donovan proposed to co-opt Cllr G Coulter onto the committee (as per F&GP terms of reference, part of the Council's Standing orders). Cllr N Pearson seconded and all members were in favour.

Cllr Coulter accepted the co-option for this evening and took his seat at the meeting table.

9.2 Declarations of interest and notification of Chairs Discretion

A record book was available for any declarations of Interest to be made. One item noted. (For chair's discretion, see 9.5.13).

9.3 Adoption of minutes & matters arising from actions

Cllr V Gates proposed the minutes as a true and correct record, Cllr N Pearson seconded and all members were in favour of adoption.

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

9.4 FINANCE AND AUDIT

9.4.1 Financial Management – Budget Tracker; a report of income and expenditure to date was tabled with the Acting Town Clerk noting budget exceptions.

It was noted that the newsletter budget has not been used, therefore Cllr N Pearson suggested a working group is set up to work on creating a newsletter.

NEW ACTION: The Programme Manager and Community Engagement Coordinator to liaise with Cllr R Donovan and work on an ITC newsletter.

9.4.2 Audit Matters – None this evening

9.5 GENERAL PURPOSES

9.5.1 Town Assets

The Asset Manager had previously circulated her report, copies of which were tabled this evening. Cllr R Donovan asked if the Asset Manager could forward the details of the building valuations and to investigate the large increase.

NEW ACTION: The Asset Manager to liaise with Cllr R Donovan and investigate Centre & Lantern building valuations.

Members asked if the Asset Manager could clarify the lighting quotes and if a survey could be carried out before any work takes place.

NEW ACTION: The Asset Manager to clarify the lighting works requested for the Lantern and to have a survey completed before any work takes place.

9.5.2 One Ilfracombe

Cllr R Donovan noted:

- Recent board meeting which wasn't that well attended but all were in support of the recent strategy meeting outcome.
- Diabetes Support & Advice event that was held today was attended by 150 people and will be followed up by the team.
- Home From Hospital project slow on the uptake.
- Mindful Community project had well attended mental health training sessions.
- Both Town Team and Living Well groups are buoyant.

Cllr P Crabb noted that there is likely to be some funding available from Devon County Council for the Community Connector.

9.5.3 Car Parks

a) Ropery Road

A working group was agreed – Cllrs: P Crabb, R Donovan, B Gear and G Coulter will arrange a meeting to include the Asset manager in February.

The Acting Town Clerk updated the committee on income and expenditure via a report which was tabled this evening.

Cllr R Donovan noted that Sea Ilfracombe is interested in renting the whole car park for their event in September and they will make a formal request.

Cllr G Coulter left the meeting at 19.45pm

b) Cheyne Beach Car park

The Acting Town Clerk updated the committee on income via a report which was tabled this evening.

9.5.4 The Ilfracombe Centre

The Centre Manager had previously circulated her Centre report, copies of which were tabled this evening. The report was noted.

9.5.5 Vision Community Centre

Cllr L Aston noted that there had been a recent committee meeting and there were still concerns about losing the Youth Club from April. Cllr R Donovan noted that the youth clubs at both Slade and Whiddon Valley were at risk. Cllr L Aston noted that bookings were good and that the floor had recently been polished. Cllr R Donovan noted that the Ilfracombe Scouts are looking for a site for their headquarters and the land adjacent to the Vision Centre could be a possibility.

9.5.6 Lee Toilets

Toilets are now closed for winter, no maintenance is required.

Ongoing Action: The Asset Manager to submit grant application by February, hopeful for around £400-£500.

9.5.7 Green Team / Town Maintenance Operative updates.

Cllr N Pearson noted that the team had been helping clear some of the Laston Green area and are storing a poly tunnel at the Marlborough Road site.

Cllr P Crabb requested that the team take more care when manoeuvring their vehicle around the cemetery to avoid damaging the grassed area.

Cllr L Aston asked if the broken cement plant pot could be replaced at the war memorial.

Cllr N Pearson noted that the Green Team intend to plant some insect attracting plants along the main road towards Mullacott.

9.5.8 Grants

a) Applied for – Updates (Lighting at Skateboard Park) (Chipper/composter)

The Acting Town Clerk noted that the grant request for a Chipper/Composter via the Tesco 'Bags of Help' scheme with shoppers being able to 'vote' for their favoured project had been successful and that Ilfracombe Town Council's project had come first winning £3,000.

9.5.9 CCTV (general)

Cllr Crabb has now taken delivery of the stand-alone camera to cover part of the High Street. He noted that he is testing it at the moment and will report back at the next meeting.

9.5.10 Public conveniences – To include North Devon Council's surplus asset disposal

Cllr P Crabb noted that Cove Toilets have now been removed from the asset disposal and that the canoe club are looking to take them over for the duration of the building of the Watersports Centre.

9.5.11 Report from Harbour Forum
Nothing to report this evening.

9.5.12 Web/Facebook updates
Nothing to report this evening.

9.5.13 Chair's Discretion

Cllr G Coulter noted his concern about the amount of plastic being disposed of in Ilfracombe and suggested Ilfracombe Town Council could help make Ilfracombe a 'plastic free town'. Cllr N Pearson noted a related item on the agenda for the next Staffing Committee meeting and suggested Cllr G Coulter liaises with Cllr S Trebble and the Programme Manager.

The meeting finished at 20:15

Resume Actions

- The Asset Manager to look into a new 'pod point' that has been installed in Georgeham. **Ongoing (to arrange meeting with Cllr Gear for more information)**
- The Asset Manager to submit grant application for Lee Toilets by February – **ongoing.**
- Car Park working group formed – **Cllrs: B Gear, P Crabb, R Donovan and G Coulter to meeting in February and to include the Asset Manager.**
- **NEW ACTION:** programme Manager and CEC to work on creating a newsletter.
- **NEW ACTION:** The Asset Manager to liaise with Cllr R Donovan to investigate the recent large increase in Centre and Lantern building valuations.
- **NEW ACTION:** The Asset Manager to clarify the lighting works requested for the Lantern and to have survey completed before works take place.



Miss Rachel Collins
Acting Town Clerk

30 January 2018