



ILFRACOMBE TOWN COUNCIL

Minutes of the MEETING OF THE COUNCIL held on 10 June 2019

This meeting was held in the Ilfracombe Centre, High Street, Ilfracombe and started at 7.00pm

Present: Cllrs: V Gates (Mayor), K Leck (Deputy Mayor), S Trebble, P Crabb, G Fowler, D Turton, G Coulter, G Schofield, P Coates, J Williams, T Elliott, F Pearson, N Pearson, L Aston, R Donovan.

In attendance: Pastor Hills, Cllr J Campbell, the Proper Officer, 2 members of staff & 1 member of the public.

Pastor Hills opened with Prayers.

The Mayor welcomed everyone to this evening's meeting and began proceedings.

4910. To receive apologies and reasons for absence;

Cllrs: S Wilson (holiday), P Yabsley (holiday), B Gear (holiday).

4911. To receive declarations of interest and consider members' submitted dispensation requests.

Declarations of interest noted: A record book was made available and members were reminded of the requirement to note their declarations of interest as required under the code of conduct (revised 10/12/18).

4912. Notification of items for information to be raised at Chair's discretion.

See item 4934

4913. To regularise the instalment into office of the Deputy Mayor, Cllr K Leck

Following his election at the Annual Meeting (which he was unable to attend due to other commitments), Cllr K Leck read out and signed his acceptance of office as witnessed by the Proper Officer.

4914. Public participation – A period not exceeding 15 minutes to be allocated allowing members of the public to speak for up to 3 minutes.

No requests this evening.

4915. To receive a report from the Police Representative.

There were no representatives from the Police in attendance this evening. A newsletter for May had been circulated to all members.

4916. To approve and adopt the minutes of the Annual Meeting of the Council meeting –13th May 2019.

Cllr N Pearson proposed that the minutes of the meeting were a true and correct record, Cllr G Schofield seconded and with all in favour they were adopted. Members who were not present at the meeting abstained from voting. There were no matters arising.

4917. To approve and adopt the minutes of the Full Council meeting –13th May 2019.

Cllr G Fowler proposed that the minutes of the meeting were a true and correct record, Cllr S Trebble seconded and with all in favour they were adopted. Members who were not present at the meeting abstained from voting. There were no matters arising.

4918. Minutes of Planning Committee meeting (to note & approve recommendations) – 20th May 2019

Cllr G Fowler presented the minutes of the meeting which were noted.

4919. Minutes of the Finance & General Purpose Meeting (to note & approve recommendations) – 28th May 2019

Cllr R Donovan proposed that the minutes of the meeting were a true and correct record. Cllr P Crabb seconded and with all in favour they were noted. Cllr N Pearson asked if a report on reserves could be circulated.

The following recommendations made at the meeting were agreed;

- to ring-fence the underspent regeneration budget from 2018/19 financial year in reserves
- To agree payment of legal costs and fee £2,000 for amendment to covenant for Lantern cafe. (Tenant to reimburse 50% over time).

- The Programme Manager to provide full report to Full council on the NDC grant application for high street funding.
- To progress a Community Right to Challenge on Ilfracombe toilets owned and maintained by NDC. (not specific to Pier Toilets)
- To progress Dotto Train.
- To progress electricity works needed in High street. Cllr S Trebble will provide information to Full Council

4920. Minutes of Staffing Committee meeting (to note and approve recommendations) – 3rd June 2019

Cllr K Leck presented the minutes of the meeting which were noted.

The following recommendations made at the meeting were agreed; (seconded by Cllr N Pearson)

- To approve Member training up to a cost of £1,500 from the training budget.
- To agree that Ilfracombe Town Council staff are able to undertake overtime at a flat rate for commissioned work.
- To agree that Ilfracombe Town Council purchase an iPad for the Operations Supervisor.

4921. To adopt the ITC Annual Report.

Cllr V Gates proposed to adopt the ITC Annual Report for 2018/19 which had been circulated to all members. Cllr G Schofield seconded and all members were in favour.

4922. To confirm by resolution that Ilfracombe Town Council has all required criteria in place to apply for the Local Council Award Scheme at Foundation Level

Cllr V Gates proposed to confirm by resolution that Ilfracombe Town Council has all required criteria in place to apply for the Local Council Award Scheme at Foundation Level. Cllr P Coates seconded and all members were in favour.

Cllr V Gates passed on her thanks to the team.

4923. To agree staffing resources as per Climate Change report – Report ITC 342

Cllr N Pearson presented the report which had been previously circulated to all members. Cllr N Pearson proposed to adopt the recommendations to mitigate the effects of climate change as per report ITC 342, this was seconded by Cllr F Pearson.

Cllr K Leck proposed an amendment that the proposed staffing hours are endorsed and agreed by the Staffing Committee. The amendment was seconded by Cllr G Fowler. All members were in favour.

The substantive motion was then put to adopt the recommendations to mitigate the effects of climate change as per report ITC 342 subject to the proposed staffing hours being endorsed and agreed by the Staffing Committee. All members were in favour and the motion was carried.

4924. To agree spend for the High Street clean-up fund – Report ITC 341

Cllr V Gates proposed to agree the spend of the High Street Community Clean-up Fund as set out in the report which had been previously circulated to all members, this was seconded by Cllr L Aston. Cllr R Donovan thanked the Programme Manager for his quick response in applying for the funding, however, he had concerns with the list of materials to purchase. Cllr P Crabb proposed an amendment to the original motion to take it to F&GP with input from the High Street traders as to where the money is spent. Members were also asked to send any ideas of how to spend the funding to Cllr R Donovan and the Proper Officer. The amendment was seconded by Cllr G Coulter and all members were in favour, therefore the amendment became the substantive motion. All members were in favour and the motion was carried.

4925. Neighbourhood Plan

Cllr P Coates noted that there hasn't yet been a meeting.

4926. Strategic Plan.

Cllr R Donovan proposed to adopt the ITC Strategic Plan in its current form, subject to amendments, Cllr G Schofield seconded and with all members in favour and one against, the ITC Strategic Plan was adopted. It was suggested that all members take the time to read through the Strategic Plan and take any comments to the next Planning Committee meeting.

4927. To progress electricity works needed in the High Street – Cllr S Trebble

Cllr S Trebble noted that he is having a meeting with Western Power to discuss the repair/replacement of 5 power boxes that power that festoons on the High Street, he will bring more information to the next meeting.

4928. Report from the Programme Manager (to include One Ilfracombe Update).

Report ITC 340 had been circulated to all members. The report was noted.

Cllr N Pearson asked for a breakdown of hours allocated to ITC work.

4929. Reports from County/District Councillors (written reports requested).

District Cllr J Campbell noted that Hele Community Group meetings have now been changed to Tuesdays so they don't coincide with ITC Council meetings. Cllr J Campbell also noted that he had attended compulsory Planning Committee training which had been very useful. Cllr J Campbell had received some complaints regarding street lighting and pot holes which he passed on to Cllr P Crabb to follow up with DCC.

Cllr P Crabb tabled his County report which was noted.

Cllr N Pearson had previously circulated her District report which was noted.

Cllr G Fowler noted that he has been re-elected as Chair of the Harbour Board and that there are 2 vacancies which will be advertised. Cllr G Fowler noted that NDC are still very much committed to the Watersports Centre development and that the HRO is now in place.

4930. Reports from Working Groups and Councillor Champions (written reports requested).

Cllr L Aston noted there is a Traders meeting on 27th June, 5.30pm in the Lantern Club Room, he will report back to Full Council at the next meeting. Cllr G Fowler noted there had been a successful Marketing meeting and that Cllr P Coates was now involved bringing expertise from her Marketing background. Members asked for a list of the current working groups, their objectives and memberships to be brought to the next meeting.

4931. Health and Safety.

Nothing to report this evening

4932. Correspondence/Licenses/Notices –

- Request from Harbour Master for representation on the Port Security Advisory Committee – agreed for Cllr B gear to be a member
- Email from Lee & Lincombe Residents Association regarding repair or replacement of the barrier at Lee Cross Bridge car park – Cllr P Crabb will follow up with DCC
- Response from Ofsted received by the Mayor regarding Goodleigh Church of England School – noted
- Email from Royal British Legion asking for assistance with road closures for this year's remembrance parade and requested a meeting to discuss a celebration event for VE Day 2020, 75 years on. – Cllr V Gates will arrange a meeting.

4933. Finance

a) To adopt the Statement of accounts as at 31 May 2019 – The tabled statement of accounts was proposed by Cllr R Donovan, seconded by Cllr P Crabb and agreed by all.

b) To pass invoices for payment as at 31 May 2019

All invoices as tabled were proposed by Cllr R Donovan, seconded by Cllr G Schofield and agreed for payment by all.

Invoices for the Vision Community Centre were proposed by Cllr R Donovan, seconded by Cllr L Aston and agreed for payment by all.

4934. Chairs Discretion

Cllr T Elliott noted that residents of West Ward had trouble locating the polling station at the Scouts Hut, the Proper Officer will contact the Returning Officer at NDC for consideration.

Cllr T Elliott expressed concerns with recent anti-social behaviour and disappointing Police responses, Cllr V Gates will contact Inspector Paul Searle and ask him to attend the next Full Council meeting.

The meeting finished at 20.55



Miss Rachel Collins
Proper Officer

11th June 2019