



ILFRACOMBE TOWN COUNCIL

Minutes of the MEETING OF THE COUNCIL held on 13 January 2020

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

Present: Cllrs: V Gates (Mayor), B Gear, G Fowler, P Coates, J Williams, T Elliott, N Pearson, R Donovan, S Wilson, L Aston, G Coulter, D Turton, P Crabb.

In attendance: Pastor Hills, the Proper Officer, the Programme Manager and two members of the public.

Pastor Hills opened with Prayers.

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

5060. To receive apologies and reasons for absence; Cllrs: K Leck (family commitments), G Schofield (holiday), S Trebble (work commitments), F Pearson (other commitments), P Yabsley (other commitments).

5061. 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).

5062. Notification of items for information to be raised at Chair's discretion; See minute 5079

5063. Public participation – A period not exceeding 15 minutes to be allocated allowing members of the public to speak for up to 3 minutes.

A member of the public gave an update on the result of the Safer Together Fire Service consultation and thanked those members that attended the public consultation events.

A member of the public asked if a letter could be sent to Devon County Council requesting an upgrade to the road surface on the A361 between Mullacott and Hidden Valley.

A member of the public noted this Council's achievement at good budgeting in its proposal to increase the precept by only 4.9%.

A member of the public asked for an update regarding the Watersports Centre development, Cllr G Fowler will provide an update after the meeting.

5064. To approve and adopt the minutes of the Full Council meeting – 9th December 2019.

Cllr V Gates proposed that the minutes of the meeting were a true and correct record, Cllr P Crabb 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.

5065. Minutes of Planning Committee meeting – 16th December 2019 (to note & approve recommendations)

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

5066. Minutes of the Finance & General Purpose Meeting – 16th December 2019 (to note & approve recommendations)

Cllr R Donovan presented the minutes of the meeting which were noted.

The following recommendations made at the meeting were agreed; (all proposed by Cllr R Donovan, seconded by Cllr G Coulter and agreed by all)

- to purchase a fireproof safe for the Lantern at a cost of £119.99
- to purchase new boilers for the Lantern at a cost of £8,203.18 + VAT
- to agree a grant budget of £21,822.08

5067. Minutes of Staffing Committee meeting – 6th January 2020 (to note and approve recommendations)

Cllr P Coates presented the minutes of the meeting which were noted.

The following recommendations made at the meeting were agreed; (all proposed by Cllr P Coates, seconded by Cllr T Elliott and agreed by all)

- to delegate authority to the Proper Officer to organise Fire Awareness Training up to a cost of £195.
- to adopt the Flexible Working and Ad-hoc Home Working Policies

5068. Neighbourhood Plan

The Programme Manager noted that the working group are working on holding a public consultation event.

5069. To approve Terms of Reference for the role of 'Housing Champion'

Proposed Terms of Reference had been circulated to all members and Cllr T Elliott gave a brief outline. Cllr T Elliott proposed that this Council approves the Terms of Reference for the role of Housing Champion, Cllr N Pearson seconded and all members were in favour. Cllr V Gates asked to see a report at every Full Council meeting.

5070. Fire Service Update

Cllr T Elliott summarised the result of the public consultation but still feels assurances were needed and so proposed that a letter is sent to the Chief Fire Officer seeking clarification, Cllr G Fowler seconded and all members were in favour. Cllr T Elliott will draft the letter before sending to the Proper Officer for signing. Cllr V Gates proposed that all actions regarding this Council writing letters/making contact must have a named owner who will write the correspondence and send to the Proper Officer or the Mayor for signing.

5071. To agree Dotto lease and Business Plan

Report ITC 423 along with the Business Plan and supporting documents for the Dotto Train had been previously circulated to all members and the Programme Manager gave a verbal presentation this evening which included a detailed report on income, expenditure, employment and route.

Cllr R Donovan proposed to agree the Dotto Business Plan and terms of the Dotto lease, Cllr P Crabb seconded and with all members in favour and one abstaining, the motion was carried.

Proposals for employment options from the working group will be discussed at the Staffing Committee meeting. Cllr V Gates thanks the Programme Manager for his hard work in creating the Business Plan.

5072. To note the proper Officer's Report

The report was noted.

5073. Report from the Programme Manager (to include One Ilfracombe Update).

Report ITC 424 had been circulated to all members and was noted.

Cllr N Pearson asked that a formal agreement between this Council and One Ilfracombe regarding the employment of staff is drawn up. Cllr V Gates suggested that Cllr N Pearson works with Cllr R Donovan, Chair of One Ilfracombe to bring a proposal to the next meeting.

5074. Reports from County/District Councillors (written reports requested).

Cllr N Pearson noted that North Devon Council's Strategy and Resources Committee had agreed to a 2 year lease to this Council for the Dotto Train. Cllr N Pearson also noted a possible climate action week in March and that she had put in a bid for pocket park funding backed by the District Council to upgrade Oxford Park.

Cllr P Crabb noted an issue with pot holes on the A361 is ongoing and that most DCC budgets for 220/21 will increase by 6/7%.

5075. Reports from Working Groups and Councillor Champions (written reports requested).

Cllr R Donovan noted that the developer of the Southern Extension has now entered into a contract with Homes England to start on the infrastructure. Cllr R Donovan also noted that a six week consultation on the seafront development is to begin this month.

5076. Health and Safety.

A health and safety report was circulated to all members and was noted this evening.

5077. Correspondence/Licenses/Notices

- DALC: Nomination for Royal garden Party 2020 – Members agreed two nominations, the Proper Officer will complete the forms.
- Herxheim Twinning Association: an invitation had been received inviting all member of this Council to a 40th anniversary event in June 2020 in Herxheim – members to let the Proper Officer know if they would like to attend.

5078. Finance

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

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

All invoices tabled were proposed by Cllr R Donovan, seconded by Cllr B Gear and agreed for payment by all.

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

It was suggested that a review of the ITC bank accounts is undertaken by the F&GP Committee.

5079. Chairs Discretion

Cllr T Elliott noted a public meeting to save Combe Martin's bathing water status is being held on Wednesday 15th January at 6.30pm. The meeting is to highlight the severe pollution issues affecting the beach and to raise public awareness to try and tackle the problems.

Cllr V Gates noted that a reception for all staff and Councillors is being held at the Ilfracombe Centre on Monday 20th January, 12.30pm.

Cllr V Gates noted that the Members' Code of Conduct had been recirculated to all members and that members should re-acknowledge the principles within the code as a courtesy when addressing staff.

Cllr P Crabb noted a lamp post in need of repair at Ropery Road but would require relocation. Members agreed to delegate authority to the Proper Officer to write a letter to Devon County Council to agree relocation.

This part of the meeting finished at 20.50

The Programme Manager, Pastor Hills and two members of the public left the meeting.

5080. To propose: *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 the following items of business because publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted:*

- Honour nomination

The Proper Officer will investigate a previous application submitted in 2017 and prepare supporting documents for resubmission.

The meeting finished at 20:55



Miss Rachel Collins
Proper Officer

14th January 2020