



ILFRACOMBE TOWN COUNCIL
Minutes of Finance & General Purposes Committee Meeting
Monday 21st December 2020

This meeting was held via <https://zoom.us/> and started at 7.55pm (following Planning)

Committee members present: Cllrs; R Donovan (Chair), V Gates, B Gear, G Coulter, K Leck, P Crabb.
Also present: Cllrs: T Elliott, G Fowler, J Williams and the Proper Officer.

8.1 Apologies received: None

8.2 Declarations of interest and notification of Chairs Discretion

Members were reminded of the requirement to note their declarations of interest as required under the code of conduct (revised 10/12/18). (For chairs discretion see 8.5.16)

8.3 Adoption of minutes & matters arising from actions

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

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

8.4 FINANCE AND AUDIT

8.4.1 Financial Management – Budget Tracker; a report of income and expenditure to date

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

8.4.2 Audit Matters

The Proper Officer noted that due to current restrictions, the 'interim audit' will be carried out in the New Year.

8.4.3. Precept and budget considerations for financial year 2021/22 and to agree a response to North Devon Council for provisional precept requirement

Cllr R Donovan asked members to consider if there were any items they would like to see included in the Council's budget for 2021/22 which would need to be factored into formulating the Council's final precept.

8.5 GENERAL PURPOSES

8.5.1 Town Assets (including asset report & maintenance report) – to include request for additional CCTV

The Proper Officer had produced and submitted an ITC Asset report which had been circulated to all members and was noted this evening.

The Facilities Supervisor had submitted an asset maintenance report which had been circulated to all members, the report and its contents were noted this evening.

The Proper Officer had circulated a quote for additional CCTV to be installed at the Lantern and the Ilfracombe Centre following several incidents over the last few months. Cllr R Donovan proposed to purchase additional CCTV for the Lantern and the Ilfracombe Centre as per the circulated quote at a cost of £2,215.10 + VAT, Cllr V Gates seconded and all members were in favour.

Recommendation to Full Council – to purchase additional CCTV for the Lantern and the Ilfracombe Centre at a cost of £2,215.10 + VAT

8.5.2 Car Parks

a) Ropery Road car park

The Proper Officer provided members with an update on income and expenditure for the car park.

Electric car charging points – the Proper Officer noted that BP Chargemaster have yet to submit a quote for consideration and she will chase.

Rendering costs – The Proper Officer noted rendering works had started at Ropery Road car park.

Cllr K Leck had received correspondence from the Sea Cadets regarding spaces in Ropery Road which was noted this evening.

b) Cheyne Beach car park

The Proper Officer provided members with an update on income and expenditure for the car park.

The Proper Officer noted that sewage pump works are due to commence in January 2021.

8.5.3 The Ilfracombe Centre – Centre Manager Report

The Proper Officer had previously circulated her report to all members, the report and its contents were noted this evening.

Cllr J Williams left the meeting at this point.

8.5.4 Vision Community Centre

Cllr R Donovan noted that only the Martial Arts group are using the Vision Centre currently and that the fascia boards and guttering are being replaced in January 2021.

8.5.5 Public Toilets

Following correspondence from the Chief Executive of North Devon Council, Cllr P Crabb suggested a working group is formed to review figures.

8.5.6 One Ilfracombe – to include Town Team feedback

No updates.

8.5.7 Green Team / Town Maintenance Operative updates

The TMO's report had been circulated to all members and was noted this evening.

Members asked the Proper Officer to write to Round Table regarding the lay-by near the golf club as they have been involved in upgrading this area in the past and may have some funds to help with our work at this site

8.5.8 Drain clearing

Cllr R Donovan will work with the Proper Officer to revisit the maps of identified drains that need clearing.

Members are reminded to identify and report blocked drains to the Proper Officer.

Cllr P Crabb noted DCC has a team clearing some drains in the Town.

8.5.9. Grants including to agree and recommend Grant proposal budget

Cllr R Donovan declared an interest in this item and took no part in voting.

The Proper Officer noted that 12 applications had been received with a total request of £24.6k. The Grant working party had sifted through all eligible applications and Cllr V Gates propose to agree a grant budget of £18,350, Cllr P Crabb seconded and all members were in favour.

Recommendation to Full Council – to agree a grant budget of £18,350

8.5.10 CCTV (general)

There were no further updates.

8.5.11 Dotto Train

Cllr R Donovan noted that the Dotto Train is currently undergoing a safety inspection.

8.5.12 High Street Lighting

It was noted that the high street lights are all working.

8.5.13 Report from Harbour Forum

Nothing to report this evening.

8.5.14 Web/Facebook updates

Cllr P Crabb noted comments regarding the resurfacing of the A361 between Braunton and Mullacott.

8.5.15 Correspondence/Licenses –

None received.

8.5.16 Chair's Discretion

Cllr B Gear thanked the proper Officer for her hard work over the last year.

The meeting finished at 20:45

Recommendations to Full Council

- to purchase additional CCTV for the Lantern and the Ilfracombe Centre at a cost of £2,215.10 + VAT
- to agree a grant budget of £18,350

Resume Actions

- **Electric charging points:** obtain comparable costs (unit cost, charge rate, charging time, running costs, electric costs) from 3 suppliers, – **Proper Officer to chase quote/information from BP Chargemaster, Cllr R Donovan and Proper Officer will then submit plans and application for funding.**
- Obtain 3 quotes for drain clearing – Members to identify blocked drains, new map issued to all members with a plan for clearing next fin. Year – **ongoing, some drains have now been cleared by DCC, Cllr R Donovan with Proper Officer to revisit maps and devise plan for clearing.**
- Programme Manager to contact Barnstaple Town Centre Management for an update. – **no further updates received.**
- Cllr P Crabb to look into costs for rendering 2 walls at Ropery Road car park, – **Facilities Operatives have offered to paint the walls following completion of rendering. Following Full Council agreement, rendering works have commenced.**



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22nd December 2020