



Minutes of the MEETING OF ILFRACOMBE TOWN COUNCIL held on 8th February 2021

This meeting was held via <https://zoom.us/> and started at 7.00pm
This meeting was recording in video and audio.

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

In attendance: The Proper Officer, the Programme Manager, a representative from the North Devon Journal and 2 members of the public.

In the absence of Pastor Hills, the Proper Officer opened with prayers.
The Mayor welcomed everyone to this evening's meeting and began proceedings.

5399. To receive apologies and reasons for absence: None.

5400. To receive declarations of interest and consider members' submitted dispensation requests.
Declarations of interest noted: Members were reminded of the requirement to note their declarations of interest as required under the code of conduct (revised 10/12/18).

5401. Notification of items for information to be raised at Chair's discretion; See minute 5425

5402. 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 had missed the consultation on the purchase of the car park and expressed her opinion on the purchase of the car park which were noted this evening.

The Chair made all attendees at the meeting aware that the meeting was being recording in video and audio.

5403. To approve and adopt the minutes of the Extraordinary meeting of Ilfracombe Town Council – 11th January 2021

Cllr V Gates proposed that the minutes of the meeting were a true and correct record, Cllr G Fowler seconded and with all in favour and 2 abstentions, they were adopted. Members who were not present at the meeting abstained from voting.

5404. To approve and adopt the minutes of the Full Council meeting – 11th January 2021.

Cllr V Gates proposed that the minutes of the meeting were a true and correct record, Cllr R Donovan seconded and with all in favour they were adopted. Members who were not present at the meeting abstained from voting.

5405. Minutes of Planning Committee meeting – 18th January 2021 (to note & approve recommendations)

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

5406. To approve and adopt the minutes of the Extraordinary meeting of Ilfracombe Town Council – 18th January 2021

Cllr V Gates proposed that the minutes of the meeting were a true and correct record, Cllr B Gear seconded and with all in favour and 3 abstentions, they were adopted. Members who were not present at the meeting abstained from voting.

5407. Minutes of the Finance & General Purpose Meeting – 25th January 2021 (to note & approve recommendations)

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

Recommendations made at the meeting were agreed as follows;

- that ITC take on the yearly costs for the Timeview alert system and maintenance for the gauge noting that the Staffing Committee will need to meet and discuss provision and response prior to agreement from Full Council (proposed by Cllr R Donovan, seconded by Cllr K Leck, agreed by all members).

5408. Minutes of Staffing Committee meeting – 1st February 2021 (to note and approve recommendations) (see also minute 5427)

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

Recommendation made at the meeting were agreed as follows;

- to agree the funding for the additional 10.5 hours for the Community Engagement role at a cost of £7,207.20 to be reviewed after 6 months (proposed by Cllr K Leck, seconded by Cllr R Donovan, agreed by all members).

5409. To NOTE the RESOLUTION to seek approval of the Secretary of State for Housing, Communities & Local Government to apply for a PWLB loan of £800,000 over the borrowing term of 50 years for the PURCHASE OF THE HIGH STREET CAR PARK. The annual loan repayments will come to around £25,000. It is not intended to increase the council tax precept for the purpose of the loan repayments.

Cllr P Crabb noted that this item is to note as the resolution had already been agreed and carried at the Extraordinary meeting of Ilfracombe Town Council held on Monday 18th January 2021.

Whilst the majority of members supported the opportunity for the Council to purchase the High Street car park, Cllr N Pearson had concerns with the inadequate consultation carried out and the lack of information circulated to all members including details of surveys, planning permissions and a business case as stated in the adopted Financial Regulations. Cllr N Pearson felt she could not support the purchase due to the lack of proper practices followed.

Cllr T Elliott expressed her concerns with the resolution to purchase the car park being made in a part of a meeting not open to the press or members of the public, Cllr T Elliott also had concerns regarding an unauthorised working group making decisions regarding the consultation without all members having an input. Cllr P Crabb noted that the County Officer from Devon Association of Local Councils (DALC) had accepted all documentation and confirmed all was in order by letter.

It was noted that the exchange and completion of contracts had not yet taken place.

The discussion was noted.

5410. Neighbourhood Plan

Cllr S Wilson noted that there is a meeting arranged for 5th March.

5411. Climate Change

Cllr N Pearson noted that an alarming number of trees were being cut down in Ilfracombe and that she is attempting to investigate this and bring more information to the next meeting.

5412. Watersports Centre

Cllr G Fowler noted that the tendering process had been completed in January with 3 tenders received and 2 incomplete tenders.

5413. Public Toilets

Cllr N Pearson noted that a report should be out this week following a few issues being resolved.

5414. To discuss and agree the Pathfinder Flood Alert Project / Resilience

The Programme Manager noted he will talk to the Proper Officer regarding the handover of Resilience to her team once they return from furlough leave.

5415. Post Covid-19 planning – face-to-face meetings from May 7th 2021

The Proper Officer had circulated a report with regard to holding face-to-face Council meetings from 7th May 2021. A report regarding the preparation and plans for staff returning to the Ilfracombe Centre was also circulated. The Proper Officer noted that these are working documents and will be updated following announcements from the government.

The Programme Manager noted he had not been consulted about an office move, the Proper Officer was not permitted to provide a response.

5416. Digital Twinning – expressions of interest

Cllr V Gates had submitted report ITC 455 which had been circulated to all members. As per the recommendation within the report, Cllr V Gates proposed that Ilfracombe Town Council sends a letter of interest to MBTC via the Harbour Master in support of the plan, Cllr F Pearson seconded and all members were in favour.

5417. Marketing report – Cllr V Gates

Cllr V Gates had submitted a report which had been circulated to all members and was noted this evening.

5418. To note the Proper Officer's report

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

Cllr N Pearson asked about the negotiations for the lease agreement between ITC and NDC, the Proper Officer noted that she is waiting for full details from NDC. It was noted that none of the District Cllrs had been made aware of the intention from NDC to terminate the agreement and serve notice. Cllr R Donovan will investigate and bring proposals for a working group to the next meeting.

5419. Report from the Programme Manager (to include One Ilfracombe Update).

The Programme Manager had circulated his report to all members and it was noted this evening.

5420. Reports from County/District Councillors (written reports requested).

Cllr P Crabb provided a verbal County update and will circulate a report to all members tomorrow.

Cllr N Pearson provided a verbal District update.

Cllr G Fowler had submitted his District report which had been circulated to all members.

5421. Reports from Working Groups and Councillor Champions (written reports requested).

No reports received this evening.

5422. Health and Safety.

The Proper Officer had produced and circulated the health and safety report to all members, the report and its contents were noted this evening.

5423. Correspondence/Licenses/Notices

- Email received regarding parking and obstruction on the High Street – Cllr V Gates noted this had been passed to the Police/DCC for action.

The Proper Officer was asked to invite the new Police Inspector to the next Full Council meeting, Cllr V Gates will pass on the contact details.

5424. Finance

a) To adopt the Statement of accounts as at 31 January 2021 – The tabled statement of accounts was proposed by Cllr R Donovan, seconded by Cllr B Gear and agreed by all members.

b) To pass invoices for payment as at 31 January 2021

Cllrs: P Crabb & P Yabsley declared an interest in this item and left the meeting while discussions and voting took place.

All invoices tabled (with the exception of the invoice for the flood warning gauge) were proposed by Cllr R Donovan, seconded by Cllr K Leck and agreed for payment by all members.

Due to the invoice for the flood warning gauge being over the agreed amount, it was not authorised for payment. The Programme Manager will investigate and bring back to the next meeting.

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

The Proper Officer will circulate an updated reserves report this week.

5425. Chairs Discretion

- Cllr J Williams asked if there were any further updates regarding the re-opening of the Tyrrell MIU, it was noted that there will be an update at next month's meeting.
- Cllr T Elliott asked if this Council would consider working with the Police following the recent incident at Biclescombe Park, Cllr V Gates noted that this could be an item for discussion at the next meeting with the new Police Inspector present.
- Cllr V Gates asked for the support of this Council to offer staff time to Ilfracombe in Bloom, all members were in support.

This part of the meeting finished at 21:00

The representative from the North Devon Journal and all members of the public left the meeting at this point.

5426. 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 this item of business in view of the likely disclosure of confidential matters about information relating to an individual, and information relating to the financial or business affairs of any particular person, within the meaning of paragraph 1 and 8 of schedule 12A to the Local Government Act 1972 (see section 1 and part 1 of schedule 1 to the Local Government (Access to Information) Act 1985, as amended by the Local Government (Access to Information) (Variation) Order 2006.*

(Proposed by Cllr B Gear, seconded by Cllr K Leck, agreed by all)

5427. To approve recommendations from Staffing Committee meeting (1st February 2021)

The Programme Manager had circulated confidential documents to all members of the Staffing Committee. Recommendations 1, 2 and 3 (amended) were agreed by all members.

The meeting finished at 21:15

9th February 2021

Miss Rachel Collins
Proper Officer

