



## **Minutes of the MEETING OF ILFRACOMBE TOWN COUNCIL held on 12<sup>th</sup> April 2021**

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

**Present:** Cllrs: V Gates (Mayor), K Leck, B Gear, J Williams, N Pearson, S Wilson, G Fowler, T Elliott, P Coates, R Donovan, G Coulter, P Yabsley, D Turton (arr. 7.10pm), P Crabb (arr. 7.50pm).

**In attendance:** The Proper Officer, the Programme Manager, a representative from the North Devon Journal, Duncan Powell (Acorn Blue), Chris Beaver (PlanningSphere), Caroline Bramwell and 11 members of the public.

In the absence of Pastor Hills, the Proper Officer opened the meeting with prayers and led a minute's silence in memory of HRH The Duke of Edinburgh.

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

**5460. To receive apologies and reasons for absence:** Cllrs; L Aston (work commitments), F Pearson (unwell), G Schofield (other commitments).

**5461. 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).

**5462. Notification of items for information to be raised at Chair's discretion;** See minute 5485.

**5463. 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 expressed his concerns with the planning application for Lee Bay Hotel – comments noted.

A member of the public voiced objections against the planning application for Lee Bay Hotel – comments noted.

**5464. To approve and adopt the minutes of the Full Council meeting – 8<sup>th</sup> March 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 they were adopted. Members who were not present at the meeting abstained from voting.

**5465. Minutes of Planning Committee meeting – 15<sup>th</sup> March 2021 (to note & approve recommendations)**

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

**5466. Minutes of the Finance & General Purpose Meeting – 22<sup>nd</sup> March 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;**

- to agree to the report containing items which exceeded budget predictions (proposed by Cllr R Donovan, seconded by Cllr K Leck, agreed by all members)
- to advise the supplier of the finger posts that their offer to the Council was unacceptable and legal action would be forthcoming if the issue cannot be resolved to the satisfaction of the Council (proposed by Cllr R Donovan, seconded by Cllr G Coulter, agreed by all members)
- to purchase a new bus shelter at the cost of £4,577 + VAT (proposed by Cllr R Donovan, seconded by Cllr N Pearson, agreed by all members)

**5467. Minutes of Staffing Committee meeting – 1<sup>st</sup> March 2021 (to note and approve recommendations)**

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

**5468. To consider and make recommendations for planning application 72859 (Lee Bay Hotel)**

Chris Beaver (PlanningSphere) and Duncan Powell (Acorn Blue) presented plans and provided an overview of the planning application to all members present at the meeting this evening.

Following a discussion and questions from members, this application was moved for approval subject to verification on sewerage, knotweed issues and confirmation of a contribution from the developer towards public toilets.

**5469. Tyrrell MIU**

The Proper Officer provided members with an update from John Finn. A further update is expected at the Full Council meeting in July.

**5470. Neighbourhood Plan - to include report ITC 457, Community Land Trusts**

Cllr S Wilson noted that the working group have a meeting arranged for 14<sup>th</sup> April to discuss consultation responses and to draft the next steps.

Cllr T Elliott had submitted report ITC 457 (Community Land Trusts) which had been circulated to all members. As per the recommendation within the report, Cllr T Elliott proposed that ITC adopts the role to facilitate initial interest in a Community Land Trust for Ilfracombe and creates a public meeting for the purposes of setting up a Community Land Trust. This proposal was seconded by Cllr R Donovan and agreed by all members.

Cllr K Leck requested that a proposal for Officer time is submitted to the Staffing Committee.

Members agreed for the following item to be brought forward.

**5471. Marketing report (to include a presentation from Caroline Bramwell & a proposal to engage a professional marketing resource) – Cllr V Gates**

Caroline Bramwell shared a presentation on screen to all Members present at the meeting.

Cllr V Gates had submitted report ITC 459 which had been circulated to all members. The report highlighted marketing opportunities within the Town and as per the recommendation within the report and following a lengthy discussion, Cllr V Gates proposed that together with the IDTA, ITC engages a professional marketing resource, initially for one year, that can develop the tourist offering for Ilfracombe. The IDTA will contribute £8,000, with £5,000 used from Marketing reserves and £11,000 from Staffing reserves. The proposal was seconded by G Fowler and with all members in favour and 1 against, the motion was carried.

**5472. Climate Change**

Cllr N Pearson had submitted a report that had been circulated to all members.

Cllr T Elliott left the meeting at this point.

**5473. Watersports Centre**

Cllr G Fowler had submitted a report that had been circulated to all members.

**5474. Public Toilets**

Cllr N Pearson asked for a working group to be formed to analyse costs for public toilets, the group was formed with the following members; Cllrs: N Pearson, P Crabb, B Gear, K Leck, J Williams, T Elliott. The group will bring a draft Terms of Reference to the next meeting.

**5475. Dotto partnership agreement proposal**

The Programme Manager noted no further updates and that the agreement is currently with Country Cousins and awaiting a response.

Cllr R Donovan noted he will be taking the Dotto train out of its container and around the car park this week.

**5476. Transport Masterplan**

Cllr R Donovan had previously circulated an updated Transport Masterplan to all members and asked members to send their comments back to him.

**5477. Returning to face to face meetings**

The Proper Officer had submitted report ITC 458 which had been circulated to all members. The report highlighted the expiration of legislation to hold virtual meetings and options regarding returning to face to face Council meetings. The Proper Officer recommended that the Annual Meeting of Ilfracombe Town Council and subsequent Full Council meeting both due to be held on 10<sup>th</sup> May are brought forward to be held virtually via Zoom on Tuesday 4<sup>th</sup> May and that face to face Council meetings are resumed from Monday 17<sup>th</sup> May in the Great Hall at the Lantern, all members were in agreement.

**5478. 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.

**5479. 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.

**5480. Reports from County/District Councillors (written reports requested).**

Cllr P Crabb shared his County report on screen during the meeting and provided a verbal update for all members.

Cllr D Turton provided members with a verbal District update.

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

Cllr N Pearson had submitted her District report which had been circulated to all members.

**5481. Reports from Working Groups and Councillor Champions (written reports requested).**

Cllr V Gates had submitted a Marketing report which had been circulated to all members.

**5482. 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. It was noted that a member of ITC staff had tested positive for Covid-19.

**5483. Correspondence/Licenses/Notices**

None received.

**5484. Finance**

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

**b) To pass invoices for payment as at 31 March 2021**

With exclusion of payment to the Mayor for the remaining balance of the Civic budget, all invoices tabled were proposed by Cllr B Gear, seconded by Cllr K Leck and agreed for payment by all members.

*Cllrs: R Donovan and V Gates declared an interest and did not vote.*

**c) To pass invoices for payment (new financial year 1 April 2021)**

All invoices tabled were proposed by Cllr B Gear, seconded by Cllr N Pearson and agreed for payment by all members.

*Cllrs: R Donovan, V Gates and S Wilson declared an interest and did not vote.*

Invoices for the Vision Community Centre were proposed by Cllr B Gear, seconded by Cllr G Fowler and agreed for payment by all members.

**5485. Chairs Discretion**

- Cllr D Turton had circulated a report to all members regarding a zip wire proposal for the Town – a proposal will go to the next Full Council meeting.
- Cllr P Crabb asked if members would support a big wheel on the pier – general support from all members.
- Cllr D Turton noted that NDC are looking for a community group to take on and run the community pitch within the plans for the Southern Extension.
- Cllr V Gates had been contacted by Father John Roles who asked if ITC would be interested in holding a Civic Service in memory of HRH The Duke of Edinburgh, members were not in favour of this.
- Cllr P Yabsley had been contacted regarding the showing of vintage helicopters in Ilfracombe – this will be discussed at the next Marketing meeting.

The meeting finished at 21:30



Miss Rachel Collins  
Proper Officer

13<sup>th</sup> April 2021