



Minutes of the MEETING OF ILFRACOMBE TOWN COUNCIL held on 14th June 2021

This meeting was held at the Lantern Centre – Start at 7.00pm

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

In attendance: Pastor Hills, The Programme Manager, 8 members of the public.

Pastor Hills said prayers

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

5532. To receive apologies and reasons for absence:

Cllr F Pearson (unwell), Cllr P Coates (family commitment), Cllr D Turton (NDC Council Meeting), Cllr P Crabb (NDC Council Meeting).

5533. 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).

5534. Notification of items for information to be raised at Chair's discretion

See minute: **5564**

5535. Public participation – A period not exceeding 15 minutes to be allocated allowing members of the public to speak for up to 3 minutes.

- The Mayors Cadet, Sophie Gallagher, gave a brief introduction about her life, education and interests.
- Sophia Henri – Addressed the meeting to ask Cllrs to support Cllr N Pearson's Climate Change report.
- Norman Bryant – Addressed the meeting regarding the Sea Front's lights which he stated are not currently working. Requested ITC speak to NDC regarding them. He also mentioned a number of building at the Tors that required attention.

5536. To receive and note the internal audit report

Cllr Donovan went through the internal audit report and it was noted by Cllrs.

5537. Audit of Accounts – Annual Return financial year ending 31 March 2021 to adopt the Resolution 'To agree the Annual Governance Statement for passing to the External Auditor'.

The Cllr Donovan proposed the agreement of the Annual Governance Statement for passing to the External Auditor'. Cllr Gates seconded. All in favour they were adopted.

5538. Audit of Accounts – Annual return financial year ending 31 March 2021 to adopt the Resolution ‘To agree the Accounting Statements for passing to the External Auditor’.

The Cllr Donovan proposed the agreement of the Accounting Statement for passing to the External Auditor’. Cllr Gates seconded. All in favour they were adopted.

5539. To approve and adopt the minutes of the Annual Meeting of Ilfracombe Town Council – 4th May 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.

5540 To approve and adopt the minutes of the Full Council meeting – 4th May 2021

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

Cllr N Pearson commented on minute number 5509. If we are no longer Council Award Scheme accredited we should look into this.

5541 Minutes of Planning Committee meeting (to note and approve recommendations) – 17th May 2021

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

ITC Planning Committee recommended refusal as it was felt it was no longer in keeping with what we are trying to achieve in town and certainly didn't enhance the conservation area which the display board probably pre-dates. The Planning officer agreed with us in his/her decision of refusal. The company went to appeal and won although we are led to believe the Inspector didn't actually visit the site.

ITC to write a letter to NDC Planning noting our concerns with the hope this will be passed onto the Inspector involved.

5542 Minutes of the Finance & General Purpose Meeting – 24th May 2021 (to note and approve recommendations)

Cllr R Donovan presented the minutes of the meeting which were noted. Under this item he noted three items in the minutes that need to be corrected at the next F&GP meeting. These were:

- Item 1610 – Redact the reference about a member of staff and Covid / sickness under the data protection act
- Item 1650 – Cllr Crabb was hoping to have hire public toilets for hire on the sea front but due to a huge demand in portaloos there are issues with supply.
- Item 1610 – Relating to the Dotto train – The minute regarding husband and wife was not accurate and at the time an operator was not agree.

It was noted that these changes were requested but the Proper Officer was unable to complete before she went away for annual leave.

The following recommendations were approved.

- Redact the reference about a member of staff and sickness / Covid under the data protection act.

- Allocate £900 from the regeneration budget for a map to be placed on a wall in ropery road showing directions to the high street carpark sign.

The recommendations were proposed by Cllr R Donovan and seconded by Cllr V Gates. All in favour.

5543 To approve and adopt the minutes of the Annual Town Meeting – 25th May 2021

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

5544 Minutes of Staffing Committee meeting (to note and approve recommendations) – 4th May & 7th June 2021

4th May 2021 Minutes

Cllr V Gates presented the minutes of the staffing group minutes.

7th June 2021 Minutes

Cllr V Gates presented the minutes of the staffing group minutes.

Cllr T Elliot asked if the Ilfracombe Centre could be opened 5 mornings a week.

5545 To adopt the ITC Annual Report – Previously circulated by the Proper Officer

Cllr V Gates proposed that the ITC Annual Report be adopted, Cllr N Pearson seconded and with all in favour they were adopted. Members who were not present at the meeting abstained from voting.

5546 Climate Change – to agree to support the motion and assign appropriate resources to ensure that actions to reduce the Council’s carbon footprint are embedded in our procedures.

Cllr N Pearson presented her report on climate change to the meeting. Cllr N Pearson proseed the following –

The Council believes that:

- All governments (national, regional and local) have a duty to limit the negative impacts of Climate and Ecological Breakdown, and local governments that recognise this should not wait for their national governments to change their policies.
- It is important for Ilfracombe Town Council (and other Councils) to commit to carbon neutrality and address the ecological emergency with a sense of urgency.
- Towns, Cities and Local Authorities at all tiers are uniquely placed to lead the world in reducing carbon emissions and tackling the ecological emergency; as they have closer links with their residents.
- The Climate and Ecological Bill deserves the support of government as it reassesses the urgency of the twin climate and ecological emergencies.

Consequently, Ilfracombe Town Council will commit to:

- Working with partners locally and regionally to drive coordinated and collaborative action to aid the recovery of nature and natural environments and identify areas for habitat restoration

- Creating a strategy to protect irreplaceable habitats and follow the biodiversity mitigation hierarchy wherever and whenever possible.
- Leading by example
- Engaging with the community and local businesses to encourage actions to reduce waste and lower energy use
- Factoring in the environmental impact to all procurement processes
- Register our support for the CEE Bill and write to our MP to urge them to sign up to support the Climate and Ecological Emergency Bill.

The following comments were noted -

- Cllr V Gates asked if there would be any cost to the council. Cllr N Pearson noted there wouldn't be.
- Cllr P Yabsley commented that since ITC declared a climate emergency nothing has progressed. ITC must have a plan to deliver this.

Cllr N Pearson proposed, Cllr T Elliot seconded, all in favour.

5547 Invited speakers/presentations

The Mayors Cadet spoke during public participation.

5548 Street Marshalls Scheme: Responsible Councillor/Sponsor, Summary, Recommendation – Cllr K Leck

The Programme Manager noted that he was still waiting information from NDC on the deployment of the Street Marshalls and details of any impact on ITC resources.

5549 Neighbourhood Plan

Cllr S Wilson gave a verbal update on the Neighbourhood plan. Next meeting is on the 30th June 2021.

5550 Consultation Response: Houses of Multiple Occupation

Cllr T Elliott gave a verbal update. This was noted.

5551 That Ilfracombe Town Council agrees to send the letter composed by Councillor Elliott to the CCG and the Chief Executive/Chair of NDHT.

Cllr T Elliot gave an update on current situation with the MUI at the Tyrell and had noted the plan of parking of a Private Ambulance in the Tyrell Hospital carpark to provide a MUI for Ilfracombe. It was noted that this would be a 3rd party contracted service and it would not be comprehensive enough to cope with the seasonal holiday demand. Once clinical space is lost it could be the end of the MUI in Tyrell Hospital and quite possibly the end of the Tyrell hospital. This service will be starting this weekend.

The original letter that Cllr T Elliot drafted is now outdated because of the fast paced situation. Cllr N Pearson and Cllr T Elliot will be meeting with NHS and CCG representatives to discuss the situation and following the result of these talks construct another up to date letter. All agreed.

5552 NHS Bill 2021 –

Cllr N Pearson presented her report on the NHS Bill to the meeting. The following comments were noted.

- Cllr G Scofield comment “the proposal was largely dependent on your area of expertise. However, it's not in my experiences and unhappy to put name to all aspects to this.”

- Cllr P Yablesey, shares Cllr Schofield's concerns, uncomfortable with it.
- Cllr T Elliot commented that not enough information on this. Would it be better to request a delay so this information can be put in the public domain so that the public can make a design.
- Cllr V Gates commented that she felt very uncomfortable with the wording of the motion. Not so much 'request' but to 'support'. We should not be demanding. ITC could run a campaign telling people what are the options are to them, rather than give them one side of the argument. Also, she noted the need to look at resource if this was agreed.
- Cllr B Gear – supported the comments.

No Cllr seconded the proposal and therefore the proposal wasn't supported and is therefore withdrawn.

5553 Watersports Centre update – Cllr G Fowler

Cllr G Fowler noted that the sub-contractors are due on site within the week. It was also noted that any trees which are removed in the building project will be replaced or landscaping.

5554 Public Toilets – Cllr N Pearson

Nothing to report.

5555 Approve Dotto Operator – Cllr R Donovan/Programme Manager

Cllr Donovan presented the Dotto report – ITC 463 to the meeting and detailed the 3 options for the provider. He made the following comments -

- The hop off and hop off service may not be feasible because of the numbers of people who maybe using it. People may want to get on the train at certain stops but this may not happen if the Dotto was full. This works much better with 3 carriages not 2. Although it was agreed that if possible a stop will be made in the High Street. Also if the route is altered it will stop at the Swimming Pool.
- One operator did not offer a return on profits. Another operator offered 20% of profits.
- A decision on the operator needs to be decided so that we can start to run the train this season.

The following comments were mentioned by Cllrs

- Cllr V Gates commented that there was a lot of pressure from the marketing group. Ilfracombe promotes the Dotto on flyers and other promo material. The town needs it in service.
- Cllr B Gear commented that even if there is no hop on or hop off service it will help people find their barrings in the town.
- Cllr G Fowler noted that the Dotto should be in service for the cruise ships due to visit - . Friday 25th June + 29th July.
- Cllr N Pearson commented that the Dotto is now more trouble is its worth. The reason why the train was funded was to connect the High Street and Harbour. Also, with the amount of cars now on the road, the slow moving Dotto will be polluting the town and causing traffic issues.

Cllr Donovan prosed that we continue talks with Filers Travel (based on the operator profits) with the aim of getting the Dotto on the road for 4th July. Cllr V Gates seconded. 7 in favour, 1 against, 4 abstentions.

The following councillors declared an interest

- Cllr Lee Aston - Filers Travel has a fuel account with his buisness.
- Cllr P Yabsley - Mr Roy Filer is a client

5556 Approve Quay Road line marking – Programme Manager

Cllr J Williams – Declare an interest (son is a Civil Enforcement Officer)

The Programme Manager presented the report to the meeting and the following comments were noted.

- Cllr - P Yabsley commented that it was appalling that DCC had let the loading bay get into this state and that there was not enforcement. An ITC letter to be written to John Hart (DCC Leader) expressing our dismay at the current situation.
- Cllr R Donovan commented that we need to place a sign at the bottom of St James Place saying that the car park is full. It was agreed to pick this up at IRB.
- Cllr T Elliot ask if the Street Marshalls will be able to ask people to move on.

Cllr B Gear proposed for ITC to spend £1075.36 + VAT on the remarking the lines. Cllr R Donovan Seconded. All in favour.

5557 Transport Masterplan – Cllr R Donovan

No progress. However, the Government has announced that shared surfaces are not to be considered going forward as they have caused a number of problems proposal.

5558 Marketing report – Cllr V Gates

Cllr V Gates commented that there has been no marketing meeting since the last cll meeting. Will circulate the marketing ambassadors report on progress.

5559 To note Proper Officer's Report

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

5560 To receive a report from the Programme Manager (to include One Ilfracombe update)

The Programme Manager circulated his report to all members and the report and its contents were noted this evening.

5561 To receive reports from County/District Councillors (written reports requested)

- Cllr G Fowler provided members with a verbal District update. Cllr Fowler noted the Harbour Masters MBE. Cllr K Leck to write on behalf of Ilfracombe Town Council to the Harbor Master to congratulate her on the award.
- Cllr N Pearson provided members with a verbal District update. It was noted that the CCTV was still delayed and this would be followed up with district council

5562 To receive reports from Working Groups and Councillor Champions (written reports requested) *Representatives to identify organisations*

Reports noted

5563 Health and Safety

- It was noted that a Health and Safety issue had gone unreported. A member of staff left the lantern front door open over night and was reported to ITC by a Lantern tenant. This was not reported in the same way as a previous breach.

5562 Correspondence/Licenses/Notices –

- Letter received from R Borg (Cllr M Fay) – It was noted in the letter the number of cars speeding on St Brannocks Road and asked if ITC could something be done about it. Cllr Fay to look at options for tackling this issue.

- Email to Cllr Gates from BS Squared (people that bought a car park at the back of lees garage) Community Interest. They would like to meet with the council and engage with the community. It was suggested they are Invite to next council meeting.

5563 Finance

a) To adopt the Statement of accounts as at 31 May 2021

The tabled statement of accounts was proposed by Cllr R Donovan, seconded by Cllr G Schofield and agreed by all members

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

- c) All invoices tabled were proposed by Cllr R Donovan, seconded by Cllr G Fowler and agreed for payment by all members.
- d) Invoices for the Vision Community Centre were proposed by Cllr R Donovan, seconded by Cllr Wilson and agreed for payment by all members.

It was noted that Chair F&GP believes that the Council is owed £XX by North Devon Council in rent for the past 12 months. Further information was need to be obtained before further action would be taken.

5564 Chairs Discretion –

- Cllr S Wilson (and other Cllrs) had received correspondence from Mr Gooch regarding issues with the tidiness of the town. The Programme Manager will detail the steps that are being taken to address these issues and forward onto all councillors.
- Cllr V Gates noted that ITC had previously agreed to plant an oak tree for the holocaust memorial day. The Town Maintenance Operative had identified the area in front of the War Memorial to plant the tree. However, has suggested that another oak tree be planted so there would be one either site of the main war memorial. All agreed.
- Cllr J Williams noted that next year it was the Queen's Platinum Anniversary and it would be important for ITC to mark this event. Cllr V Gates Commented that the Marketing Group have this on their agenda and are looking at ideas.

Cllr V Gates – A Part B (see below – minute 5567)

5565 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 section1 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.*

5566 To discuss pay for staff off-sick due to Covid

The Local Government Superannuation (discretionary payments) (injury allowances) Regulations 2011 enable local council to make discretionary payments to an employee in the following circumstances:

A) to an employee whose remuneration is reduced as a result of injury or disease.

The amount is determined by the employer.

ITC agreed to ask the proper officer to ensure that any member of that were put on SSP as a result of being off work due to Covid have their salary reinstated for the period they were off sick.

It was noted that because of the infectious nature of Covid and the risk to others in the council it was important that staff were able to report their symptoms / illness and not be fearful of a reduction in income.

5567 (Chairs Discretion – Cllr V Gates)

ITC agreed to give delegated authority to the Staffing Committee to deal with any staffing matters as appropriate.

Meeting closed at 21.37.