

PRESENT:

North Ward:

Councillor P S Christie

South Ward:

Councillor S Inch (Vice Chairman)  
Councillor R Clarke (Deputy Mayor)  
Councillor P J Lawrence

East Ward:

Councillor Mrs J Gubb  
Councillor J McKenzie  
Councillor Mrs L Hellyer

West Ward:

Councillor C Hawkins

IN ATTENDANCE:

Mr P Swan (Town Clerk)

37. APOLOGIES FOR ABSENCE

Councillor D Bushby (North Ward, personal)  
Councillor D McGough (North Ward, personal)

38. DECLARATIONS OF INTEREST AND ANY REQUESTS FOR DISPENSATION ON ITEMS ON THE AGENDA

Councillor Mrs Gubb declared a pecuniary interest in item 14.a. (Husband has worked with the Maintenance Team.)

39. PUBLIC PARTICIPATION SESSION OF 15 MINUTES DURATION

No members of the public were present at the meeting.

40. MINUTES

Proposed by Councillor Lawrence and seconded by Councillor Clarke, the minutes of the meeting held on 7 September 2023 were approved and signed as a correct record.

(Vote – For: 7, Against: 0, Abstention: 1)

41 CHAIRMAN'S ITEMS

None.

42. ACCOUNTS

a) Members received the list of payments.

Proposed by Councillor Clarke, seconded by Councillor Gubb and

RESOLVED: That the draft list of payments is approved.

(Vote – For: 8, Against: 0)

b) Members received the interim Internal Auditors report for the period 1st July 2023 – 30th September 2023.

Proposed by Councillor McKenzie, seconded by Councillor Gubb and

RESOLVED: That the Internal Auditors report is approved.

(Vote – For: 7, Against: 0, Abstention: 1)

43. FREE PARKING DAYS – SOAP BOX DERBY/BIDEFORD BIKE SHOW

Members considered whether to agree to the payment for free parking for the above events.

Councillor Hellyer commented that both events were very well supported therefore the need for free parking must be questioned. Also, that the free parking was intended to support the traders.

Councillor Gubb suggested a rolling list of events to be supported so that we do not choose the same events each year but vary throughout the years.

Councillor Lawrence agreed that the free parking should be given back to the traders and the two mentioned events also receive a grant from the council so benefit twice if given free parking.

Councillor McKenzie commented that we should be supporting our own events.

A request was made by Councillor Christie for the Clerk to challenge Torridge District Council on the car park charges, to request what we take in the car parks on an average day, as the charges seem high.

It was proposed by Councillor Christie that we do not support free parking for the Soap box Derby and Bideford Bike Show, seconded by Councillor Hellyer.

RESOLVED: That the events should not be funded by the council.

(Vote: For: 8, Against: 0)

#### 44. MANOR COURT SPEAKER'S GIFT

Members considered whether to agree to a maximum budget of £250.

Proposed by Councillor McKenzie, seconded by Councillor Hellyer and

RESOLVED: That the budget for the gift be approved to a maximum of £250.

(Vote: For: 8, Against: 0)

#### 45. RECEIVE AN UPDATE ON THE MANOR COURT PRESENTMENTS

Members were advised by the Clerk items 4,8, & 10 were the only items still outstanding and we were awaiting responses from Torridge District Council which the members acknowledged and noted, no other comments were made.

#### 46. BIDEFORD TOWN COUNCIL & PANNIER MARKET LEAFLET DROP

Members considered whether to agree funding for the promotional leaflet drop for a maximum budget of £1,000.

Councillor Lawrence commented whilst he thought it was an innovative idea, suggested some minor changes would enhance the leaflet.

Proposed by Councillor Lawrence, seconded by Councillor Ms Clarke and

RESOLVED: That the leaflet production and distribution should be funded by the council to a maximum budget of £1,000.

(Vote: For: 8, Against: 0)

#### 47. REGENERATION PROJECT MARKETING BUDGET

Members considered whether to agree match funding for the Regeneration Project Marketing Budget of £1,250. The Clerk advised Torridge District Council had pledged £1,250 and Devon County Council had pledged £2,500.

Councillor Christie asked for a more detailed itemised budget for the spend.

Councillor Ms Clarke questioned why we were match funding when Torridge District Council had a substantially larger budget than Bideford Town Council.

Councillor Inch proposed the decision was deferred until more detail was obtained, seconded by Councillor Ms Clarke and

RESOLVED: That the match funding decision be deferred until such time that more detailed information was available.

(Vote: For: 8, Against: 0)

#### 48. FORD WOOD BOUNDARY SURVEY QUOTATION

Members considered whether to agree on accepting the quotation, The Clerk advised that we had requested four companies quote but could only get one to respond.

Councillor Lawrence enquired as to whether an annual inspection was a requirement or if a longer frequency could be sought given the cost.

The Clerk advised he would enquire and report back for the next inspection and asked if we could resolve this time to avoid delay.

RESOLVED: That the quotation should be accepted and the inspection proceed.

(Vote: For: 8, Against: 0)

#### 49. PRESSURE WASHER REPLACEMENT

Members considered whether to agree on the Maintenance Supervisor's recommendation.

Proposed by Councillor Inch, seconded by Councillor Hellyer and

RESOLVED: That the recommendation from the Maintenance Supervisor accepted and the pressure washer is replaced.

(Vote: For: 8, Against: 0)

#### 50. MAINTENANCE OPERATIVES

Members received an update on the tasks undertaken by the Maintenance Operatives.

Councillor Mrs Hellyer offered praise for the action taken by the team to clear flood water at Pitt Lane and requested that two benches be moved at the Biddiblack Way play area to the top of the site to decrease the risk of anti-social behaviour.

Councillor Mrs Gubb offered thanks to the team for the cutting of grass at Biddiblack Way.

Councillor Christie requested that Pitt Lane water course needs a review by Devon County Council.

Councillor Mrs Hellyer stated that the water course in Pitt Lane was subject to riparian water rights and was not strictly DCC's responsibility.

Councillor Christie suggested a joint working group be established to tackle the issue.

#### 51. PART II CLOSED SESSION

Proposed by Councillor Inch, seconded by Councillor Mrs Hellyer and

RESOLVED: That in view of the confidential nature of the business about to be discussed, the meeting moves into part II.

(Vote For: 8, Against: 0)

#### 52. STAFFING MATTERS

There is a confidential Minute associated with this item.

Staff Appraisal

53. Proposed by Councillor Inch, seconded by Councillor Mrs Hellyer and

RESOLVED: That the meeting returns to Standing Orders.

(Vote For: 8, Against: 0)

The business of the meeting having been completed, the Chairman thanked the members for their attendance and the meeting concluded at 07:15 pm.

RESOLVED TOWN COUNCIL - Accounts for approval at the SF&GP Meeting - 19 October 2023

		VAT	NET	TOTAL
1	6830 R Coombes		108.20	108.20
2	2009 Jevson	2.80	13.99	16.79
3	2009 TDC	8.33	41.67	50.00
4	2009 James Hallam		1,537.00	1,537.00
5	2009 Mary Harries		211.30	211.30
6	2009 Bristol Engraving Co Ltd	57.48	287.40	344.88
7	2509 Holmeston Landfill Site & Recycling Ctr	50.00	250.00	300.00
8	2709 Acorn	64.98	324.90	389.88
9	2809 T Bartlett		319.00	319.00
10	410 Acorn	64.98	324.90	389.88
11	510 Councillors		4,015.00	4,015.00
12	1110 Acorn	64.98	324.90	389.88
13	1810 Acorn	64.98	324.90	389.88
14	1910 H&RC		5,379.88	5,379.88
15	2410 Council Staff and Pension Fund		16,964.80	16,964.80
16	2410 Tudor Environmental	12.66	63.32	75.98
17	2410 RGB	3.44	17.20	20.64
18	2410 Brights	48.60	242.98	291.58
19	2410 Tamar Trading	5.92	162.64	168.56
20	2410 Jevson	5.66	28.30	33.96
21	2410 Espritine	174.85	874.28	1,049.14
22	2410 Panose Pantry		362.92	362.92
23	2410 Linsal	8.24	41.20	49.44
24	2410 Just Office	8.74	43.69	52.43
25	2510 Acorn	64.98	324.90	389.88
26	DD Clarity Copiers Ltd	13.39	66.93	80.32
27	CC13 Pearson Hydraulics Ltd	20.92	104.59	125.51
28	CC14 Bp Value House	1.99	9.95	11.94
29	CC15 OFFER Ltd	4.59	22.94	27.53
30	CC16 B&M	5.67	28.33	34.00
31	CC17 Peter Beales Roses Ltd	10.16	50.79	60.95
32	CC18 The English Rose Gift Company		59.97	59.97
33	CC19 Burford Garden Company	20.83	104.12	124.95
34	CC21 World of Roses	9.49	47.48	56.97
35	CC22 You Garden	9.49	47.48	56.97
36	CC23 New It	2.84	14.22	17.06
		<b>811.00</b>	<b>33,146.37</b>	<b>33,957.37</b>
	Bank Balances at 19 Oct 23	- Current Account	36,449.08	
	Bank Balances at 19 Oct 23	- Deposit Account	677,896.92	

