

held in the Town Hall on

Thursday 9 February 2023 at 6.30 pm

PRESENT:

North Ward:

Councillor D Bushby (Chairman)

Councillor P S Christie

South Ward:

Councillor P J Lawrence

East Ward:

Councillor Mrs J Gubb

Councillor Mrs L Hellyer

Councillor J McKenzie

West Ward:

Councillor C Hawkins

IN ATTENDANCE:

Mrs H J Blackburn (Town Clerk)

Mr R D G Coombes (Deputy Town Clerk)

1 Member of the public

89 APOLOGIES FOR ABSENCE

Councillor S Inch (South Ward, Illness)

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

There were no declarations of interest.

91 PUBLIC PARTICIPATION SESSION OF 15 MINUTES DURATION

The Member of the public spoke on agenda item 7. He felt that the Christmas parking initiative wasn't successful in the Bridge Street car park last year. He felt that the "free parking" signage had been placed in the wrong position. Those parking in the car park were still paying for parking tickets. When the Member of the public had noticed this, he had moved the sign to a more prominent position. He urged the Council to ensure that Torridge District Council put larger signage in a more prominent position for the coming year. He advised that he is a Torridge District Councillor and he will speak with the relevant officers at Torridge.

92 MINUTES

Proposed by Councillor Christie and seconded by Councillor McKenzie, the minutes of the meeting held on 05 January 2023 were approved and signed as a correct record.

(Vote – For: 6, Against: 0)

93 CHAIRMAN'S ITEMS

The Town Clerk advised that the recruitment of new Town Clerk is on going.

(Councillor Mrs Hellyer arrived at the meeting.)

94. ACCOUNTS

a. Members received the list of payments.

Proposed by Councillor Bushby, seconded by Councillor Mrs Hellyer and

RESOLVED: That the draft list of payments is approved.

(Vote – For: 7, Against: 0)

b. INTERIM INTERNAL AUDITOR'S REPORT

Members received and approved the Council's interim Internal Auditor's Report for the period 1 October 2022 – 31 December 2022.

Proposed by Councillor Bushby, seconded by Councillor Mrs Gubb and

RESOLVED: That the Council's Interim Internal Auditor's Report for the period 1 October – 31 December 2022 is noted.

(Vote For: 7, Against: 0)

c. INTERIM INDEPENDENT AUDITOR'S REPORT

Members received and approved the Council's interim Independent Auditor's Report for the period 1 April – 30 September 2022.

The Town Clerk asked Members to take note of the comment from the Independent Auditor regarding the historical HMRC payments which had been incorrectly processed by the previous Payroll provider. The Independent Auditor was aware that The Town Clerk was working with Berry's accountants to get the issue resolved before she retires, but that the issue was complicated and was taking some time.

Proposed by Councillor Bushby, seconded by Councillor McKenzie and

RESOLVED: That the Council's Interim Independent Auditor's Report for the period 1 April – 30 September 2022 is noted.

(Vote For: 7, Against: 0)

d. STATEMENT OF INTERNAL CONTROL

Members reviewed and approved the Council's Statement of Internal Control for the Financial year 2022 – 2023.

Proposed by Councillor Bushby, seconded by Councillor Mrs Hellyer and

RESOLVED: That the Council's Statement of Internal Control for the Financial year 2022 – 2023 is approved.

(Vote – For: 7, Against: 0)

e. RISK MANAGEMENT PAPER

Members reviewed the Council's Risk Management Paper.

Proposed by Councillor Bushby, seconded by Councillor Mrs Gubb and

RESOLVED: That the Council's Risk Management Paper is approved.

(Vote – For: 7, Against: 0)

95. FREE PARKING DAYS

Members considered the allocation of the free parking days provided by Torridge District Council for 2023. Councillor Bushby put forward the motion and explained that he wanted to ensure the maximum benefit from the spaces provided by Torridge District Council – i.e. that all the free spaces were utilised during the time available. The Bike Show and Soap Box Derby events were paying considerable sums to use car parking spaces for their events, and Councillor Bushby felt that it would be a more efficient use of funding to use the free parking allocated to Bideford Town Council for these events, and in effect become an event partner. Some Members were concerned that they had asked for grants to cover the parking expenses, but Councillor Bushby explained that this could be looked at during the grants meeting next week. The Town Clerk advised that traditionally a free parking day is allocated to the Christmas Light Switch on event, but agreed that it would be better value for money if just the spaces required for the event were financed. Again, this can be discussed at the Grants meeting. Some Members expressed reservations about providing parking when they felt that people would come to these popular events anyway. Concern was expressed about potentially not providing free parking in the run up to Christmas to attract shoppers into town. A Member suggested that other event organisers may in the future want the Town Council to provide free parking for their events, and also suggested that the Council uses the free parking for their own event – the Bideford Fair. Following a full discussion Members went to the vote.

Proposed by Councillor Bushby, seconded by Councillor Mrs Gubb and

RESOLVED: That the Motion is supported.

(Vote: For: 4, Against: 3)

96. MAINTENANCE OPERATIVES

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

Councillor Mrs Gubb asked the Town Clerk to thank the team for the verge edging that had recently been completed to a high standard. Councillor Lawrence asked whether volunteers were still looking after the Old Town planters. The Town Clerk thought that the Maintenance Team were now tending the planters.

97. PART II CLOSED SESSION

Proposed by Councillor Bushby, seconded by Councillor McKenzie and

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

(Vote For: 7, Against: 0)

98. STAFFING MATTERS

There is a confidential Minute associated with this item.

99. Proposed by Councillor Bushby, seconded and

RESOLVED: That the meeting returns to Standing Orders.

(Vote For: 7, Against: 0)

The business of the meeting having been completed, the Chairman thanked the members for their attendance and the meeting concluded at 7.16 pm.

BIDEFORD TOWN COUNCIL - Accounts for approval at the SF&GP Meeting - 9 February 2023					
PV NO		ALLOCATION	VAT	NET	TOTAL
1	23/01	M P Wilkin		140.00	140.00
2	24/01	HMRC		4,780.31	4,780.31
3	24/01	Council Staff & DCC Pension Fund		18,334.86	18,334.86
4	24/01	Councillors Allowance		4,673.60	4,673.60
5	25/01	County Cottage Bakery		71.55	71.55
6	25/01	D S Electrical		1,200.00	1,200.00
7	31/01	Northam Town Council		20.00	20.00
8	31/01	Bideford Pottery		80.00	80.00
9	31/01	Orbis Ecological	79.00	395.00	474.00
10	1/02	Minick Sigas	7.00	35.00	42.00
11	7/02	North Devon Trailers	24.42	122.10	146.52
12	14/02	Tansar Trading	12.00	122.82	134.82
13	14/02	RGB	20.10	100.50	120.60
14	14/02	Blights	25.80	129.01	154.81
15	14/02	Lincol	7.52	37.60	45.12
16	14/02	Fattorini	9.92	49.60	59.52
17	14/02	EDF Energy	68.60	343.00	411.60
18	14/02	D S Electrical		600.00	600.00
19	14/02	Jewson	3.07	15.34	18.41
20	DD	Clarity	6.68	33.38	40.06
21	DD	British Gas	8.56	171.16	179.72
22	DC35	Merry Harriers	1.33	6.65	7.98
23	CC22	Lloyds Bank		32.00	32.00
24	CC27	Indeed		56.00	56.00
			274.00	31,549.48	31,823.48
		Bank Balances at 9 Feb 23			
		- Current Account		8,802.23	
		Bank Balances at 9 Feb 23			
		- Deposit Account		435,576.00	