

# BIDEFORD TOWN COUNCIL



Town Hall  
Bideford  
Devon  
EX39 2HS

Telephone:  
Bideford (01237) 428817/8

Heather Blackburn  
Town Clerk and Responsible Financial Officer

Thursday 2 February 2023

To: Members of the Staffing, Finance & General Purposes Committee

You are hereby summoned to attend a meeting of the **Staffing, Finance & General Purposes Committee** of the above-named Council to be held in the Council Chamber, Bideford, on **Thursday 9 February 2023 at 6.30 pm** for the purpose of transacting the following business.

In accordance with The Public Bodies (Admissions to Meetings) Act 1960 members of the public are welcome to attend. There is a legal right to film/record/photograph/report public meetings.

Heather Blackburn  
Clerk to the Council

## AGENDA

1. To receive apologies and reasons for absence
2. To receive declarations of interest on items on the agenda and note any requests for dispensation received by the Clerk prior to the meeting. Encl.
3. Public participation session of 15 minutes duration on items on the agenda.
4. To approve the minutes of the meeting held on Thursday 05 January 2023 as a correct record. Dist. with TC agenda
5. Items brought forward by the Chairman.
6. Finance:
  - a. To approve the payments listed. To follow
  - b. To receive and approve the interim Internal Auditor's Report for the period 1 October 2022 – 31 December 2022. Encl.
  - c. To receive and approve the interim Independent Auditor's Report Records as at 30 September 2022. Encl.  
Encl.
  - d. To consider and approve the Council's Statement of Internal Control.

- e. To consider and approve the Council's Risk Management Paper. Encl.
7. To consider allocating the free parking days provided by Torridge District Council to the Soap Box Derby and the Bideford Bike Show Events in 2023. Chairman / Report.
8. To receive an update on the tasks undertaken by the Maintenance Operatives. Encl.

## **PART II (Closed Session)**

9. Staffing Matters. Encl.

The next meeting of the Staffing, Finance & General Purposes Committee (Grants) will be held on Thursday 16 February 2023.

## **MEMBERS OF THE STAFFING, FINANCE & GENERAL PURPOSES COMMITTEE**

Councillors D Bushby, P Christie, Mrs J Gubb, C Hawkins, Mrs L Hellyer, S Inch, P Lawrence, D McGeough, J McKenzie.

### **Report Agenda item 7 – Free Parking Days**

Torridge District Council allocates 2 free days parking per annum to Bideford Town Council for the car parks owned by TDC. In December 2022, Bideford Town Council opted for the free parking on the following days.

Sun 4<sup>th</sup> Dec £1,468.80 (Bridge St/Quay/Manor) (Christmas Light Switch on)  
Sat 17<sup>th</sup> Dec £1,752.00 (Bridge St, Quay, Manor & Pill)

Members chose to start the free parking at 10.00 am and the Honestone Street carpark was not included in the scheme. Bideford Town Council was not charged for the parking, but the figures are indicative of the cost.