

BIDEFORD TOWN COUNCIL



**Town Hall
Bideford
Devon
EX39 2HS**

Telephone:
Bideford (01237) 428817/8

Paul Swan
Town Clerk and Responsible Financial Officer

To: Members of the Council

Thursday 7 September 2023

You are hereby summoned to attend a Meeting of Bideford Town Council to be held on **Thursday 14 September 2023 at 6.30 pm** in the Town Hall 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.

Paul Swan
Clerk to the Council

AGENDA

1. To accept apologies and reasons for absence.
2. To receive declarations of interest on items on the agenda and note the requests for dispensation received by the Clerk prior to the meeting. Encl.
3. Public participation session of 15 minutes duration on items submitted prior to the meeting by Bideford residents, which fall within the scope of the Council's activities.
4. To approve the minutes of the Extra Ordinary Meeting held on 24 August 2023 as a correct record. Encl.
5. To approve the payments list. To follow
6. To receive the written report from the County Councillor on issues within the parish. Cllr L Hellyer
7. To receive a presentation from the Chief Executive Officer, Citizens Advice Torridge, North, Mid and West Devon. Encl.
8. To receive such communications as the Deputy Town Mayor / Town Clerk may wish to lay before the Council. Encl.*2

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| 9. | Staffing, Finance and General Purposes Committee Meeting – | To follow |
| | a. To approve and adopt the minutes of the meeting held on 7 September 2023. | |
| | b. To consider and resolve upon whether the newly elected Deputy Mayor succeeds the former Deputy Mayor on the Committee, where historically, the Committee has been constituted with nine councillors, including both the serving Mayor and Deputy Mayor. | |
| 10. | Market Management Committee Meeting– to approve and adopt the minutes of the meeting held on 17 August 2023. | Encl |
| 11. | Planning Committee – | |
| | a. to approve and adopt the minutes of the meeting held on 16 August 2023. | Encl. |
| | b. to approve and adopt the minutes of the meeting held on 6 September 2023. | To follow. |
| 12. | Tourism Committee – to approve and adopt the minutes of the meeting held on 5 September 2023. | Encl. |
| 13. | Decarbonisation & Environment Committee – to approve and adopt the minutes of the meeting held on 15 August 2023. | Encl. |
| 14. | To review the minutes of the Tidy Town working group and resolve accordingly. | Encl. |
| 15. | Notice of Motion – Councillor Ken Hind | |

“Bideford Town Council resolves:

- a. To re-commit the Council to support the preparation and adoption of a Bideford Neighbourhood Plan.**
- b. To reconstitute the Neighbourhood Plan Steering Group and support its work.**
- c. Appoint a minimum of four Town Councillors to the Steering Group or as many as the Council considers appropriate.**
- d. Provide secretarial and administrative support to the Steering Group in preparation of the Bideford Neighbourhood Plan**
- e. Advertise in social media, on public notice boards and in the press for volunteers to form part of the Steering Group to prepare a plan.**
- f. To work with Torridge District Council in preparation of the Plan and invite a Torridge Planning official to the next Full Council to advise and answer questions on the preparation of the Plan.”**

16. To appoint two permanent substitute committee members, whose role is to replace the ordinary members of the following committees, if the ordinary members of the Committee have confirmed to the Town Clerk prior to the meeting that they are unable to attend:
 - a. Allotments Committee.
 - b. Market Management Committee.
 - c. Planning Committee.
 - d. Staffing, Finance & General-Purpose Committee.
 - e. Tourism Committee.
 - f. Decarbonisation & Environment Committee.
17. Torridge District Council – To receive an update on Torridge District Council activities by one of the Councillors.
19. To receive an update on Bridge Trust activities by one of the Trustees.

The next meeting of the Town Council will be held on Thursday 26 October 2023 at 6.30 pm.

Prayers will be said by Reverend Marisa Cockfield from St Mary's Church in the Council Chamber at 6.20 pm, prior to the start of the meeting. Councillors are invited to participate if they so wish.
