

# BIDEFORD TOWN COUNCIL



**Town Hall  
Bideford  
Devon  
EX39 2HS**

Telephone:  
Bideford (01237) 428817/8

Heather J Blackburn  
Town Clerk and Responsible Financial Officer

To: Members of the Council

Tuesday 9 May 2023

You are hereby summoned to attend a Meeting of Bideford Town Council to be held in the Council Chamber, on **Monday 15 May 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 elect a Town Mayor.
2. To receive the Town Mayor's Declaration of Acceptance of Office or, if not then received, to decide when it shall be received.
3. To elect a Deputy Town Mayor.
4. To accept apologies for absence.
5. To receive declarations of interest on items on the agenda and note the requests Encl. for dispensation received by the Clerk prior to the meeting.
6. 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.
7. To approve the Minutes of the Meeting held on 6 April 2023 as a correct record. Encl.
8. Accounts - To approve the payments listed. To follow

9. To consider and approve the Annual Governance Statement for the year ended 31 March 2023. Encl.
10. To consider and approve the Accounting Statements within the Annual Return for the year ended 31 March 2023. Encl.
11. To give consideration to passing the resolution detailed below, which will enable the Council to continue to use the General Power of Competence:

That, in accordance with the Localism Act 2011, Section 8, as set out in Statutory Instrument Parish Councils (General Power of Competence) (Prescribed Conditions) Order 2012, Bideford Town Council hereby considers itself an 'eligible council' having met the following criteria:

- At the time of this resolution two thirds of the members of the Council have stood for election.
  - The Clerk holds the Certificate in Local Council Administration (CiLCA), which includes Section 7 of CiLCA 2012.
12. To receive such communications as the Town Mayor /Town Clerk may wish to lay before the Council.
  13. To appoint Members to serve on the following Committees/Working Groups: Encl.
    - a. Allotments Committee
    - b. Market Management Committee
    - c. Planning Committee
    - d. Staffing, Finance & General Purposes Committee
    - e. Tourism Committee
    - f. Decarbonisation and Environment Committee
    - g. Grievance / Disciplinary / Complaints Panel
    - h. Personnel Appeals Panel
    - i. Emergency Planning Working Group (Twice yearly review of plan).
  14. To appoint an Internal Auditor of Accounts.
  15. To appoint representatives to Outside Bodies. Encl.
  16. To approve the dates of Meetings and Functions for the Civic Year 2023/24. Encl.
  17. To inspect the deeds in the custody of the Council. Town Clerk
  18. Market Management Committee - To approve and adopt the Minutes of the Meeting held on 13 April 2023. Encl.
  19. Market Management Committee - To approve and adopt the Minutes of the Extraordinary Meeting held on 2 May 2023. Encl.
  20. Staffing, Finance & General Purposes Committee - To approve and adopt the Minutes of the Meeting held on 27 April 2023. Encl.
  21. Tourism Committee - To approve and adopt the Minutes of the Meeting held on 25 April 2023. Encl.

22. Planning Committee –
- a. to approve and adopt the minutes of the meeting held on 12 April 2023. Encl.
  - b. to approve and adopt the minutes of the meeting held on 26 April 2023. Encl.
23. To consider and agree the process for co-opting two Councillors on to Bideford Town Council. Encl.
24. Notice of Motion – Councillor D McGeough PIF Encl.  
“To make a financial contribution towards re-instating the railings that used to be attached to the walls of the Royal Hotel’s secret garden containing the Pine Coffin bust.”
25. Torridge District Council – To receive an update on Torridge District Council activities by one of the Councillors.
26. Bideford Bridge Trust – 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 22 June at 6.30 pm.**

Prayers will be said by Reverend Claire Rose-Casemore from St Mary’s Church, in the Council Chamber at 6.20 pm, prior to the start of the meeting. Councillors and Members of the Public are invited to participate if they so wish.