



## BIDEFORD TOWN COUNCIL

**Town Hall  
Bideford  
Devon  
EX39 2HS**

Telephone:  
Bideford (01237) 428938

Mr Paul Swan  
Town Clerk and Responsible Financial Officer

To: Members of the Council

Thursday 24<sup>th</sup> October 2024

You are hereby summoned to attend a Meeting of Bideford Town Council in the Town Hall on **Thursday 31 October 2024 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.

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.
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 meeting held on 19 September 2024 as a correct record. Encl.
5. To appoint an Internal Auditor of Accounts.
6. To appoint a Member to serve on the following Committees:
  - a. Planning Committee.
  - b. Decarbonisation and Environment Committee.

7. Accounts - To approve the payments listed. Encl.
8. To receive the report from the County Councillor on issues within the parish. Cllr Mrs Hellyer
9. To receive such communications as the Town Mayor / Town Clerk may wish to lay before the Council.
10. Market Management Committee Meeting – to approve and adopt the minutes of the meeting held on 24 October 2024. Encl. To Follow
11. Staffing, Finance & General Purposes Committee- to approve and adopt the minutes of the meeting held on 17 October 2024. Encl.
12. Planning Committee –
  - a. to approve and adopt the minutes of the meeting held on 9 October 2024. Encl.
  - b. to approve and adopt the minutes of the meeting held on 30 October 2024. Encl. To Follow
13. Tourism Committee - to approve and adopt the minutes of the meeting held on 29 October 2024.(All items are recommendations). Encl. To Follow
14. Allotments Committee – to approve and adopt the minutes of the meeting held on 26 September 2024. Encl.
15. Notice of motion - Councillor J Craigie  
**“Offer Northern Devon Foodbank the opportunity to rent a bay at the new depot at a commercial rate determined by 3 unconnected estate agents.”** Encl.-PIF
16. Torridge District Council – To receive an update on Torridge District Council activities by one of the Councillors.
17. To receive an update on Bridge Trust activities by one of the Trustees.
18. **PART II (Closed Session)**

**Council are excluding members of the public and the press to progress a matter of a confidential nature under the Public Bodies (Admissions to Meetings Act) 1960 and Local Government Act 1972, ss 100 and 102 to consider and resolve upon for agenda item 19.**

19. Notice of motion - Councillor S Inch. Email.-PIF

A moment of contemplation will be said by a Celebrant 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.

**Date of the next meeting – Thursday 12 December 2024**