



## BIDEFORD TOWN COUNCIL

Minutes of the Town Council Meeting held in the Town Hall, Bideford on

Thursday 12 December 2024 at 6.30 pm

<b>PRESENT:</b>	North Ward:	Councillor D Bushby Councillor J Gordon Councillor K Hind Councillor D McGeough Councillor S Smith
	South Ward:	Councillor Ms R Clarke (Chairman) Councillor S Inch
	East Ward:	Councillor J Craigie Councillor Mrs J Gubb Councillor J Hellyer Councillor J A McKenzie
	West Ward:	Councillor C Hawkins Councillor T Inch
<b>IN ATTENDANCE:</b>		Mr Paul Swan (Town Clerk) Mr R D Coombes (Deputy Town Clerk)

96. **APOLOGIES FOR ABSENCE**

Members noted the apologies received and reasons for absence from:

Councillor P Lawrence  
Councillor Mrs L Hellyer

No apologies and reasons for absence were received from:

Councillor M Taylor

97. **DECLARATIONS OF INTEREST ON ITEMS ON THE AGENDA**

No Declarations were proffered.

98. **PUBLIC PARTICIPATION SESSION**

There were no members of the public in attendance.

99. **MINUTES**

The Minutes of the Meeting held on 31 October 2024 were approved, and signed as a correct record.

(Vote – For: 7, Against: 0, Abstention: 5)

(Councillor McGeough joined the Meeting.)

100. **ACCOUNTS**

To approve the payments listed.

It was proposed by Councillor S Inch, seconded and

**RESOLVED: That the List of Payments be approved.**

(Vote – For: 13, Against: 0)

101. **DEVON COUNTY COUNCIL (DCC) (COUNCILLOR) REPORT**

Members had sight of a report provided by Councillor Mrs Hellyer.

Councillor J Hellyer noted that (Devon County) Councillor Jeffrey Wilton-Love (Bideford West and Hartland) had not attended Council for a year. He asked the Mayor to request the County Councillor's attendance at the next Meeting (23 January 2025); the Chairman agreed.

Councillor McKenzie requested that the DCC report focus on Bideford (over National detail).

Councillor S Inch raised concerns over highway works at Heywood Roundabout that had caused extreme congestion along Kingsley Road / the Quay to the Long Bridge throughout the day.

Councillor McGeough had requested the attendance of the Traffic Enforcement Team in relation to the Abbotsham Road works; the Chairman believed that progress was being made.

102. **COMMUNICATION BROUGHT FORWARD ON THE DIRECTION OF THE MAYOR / TOWN CLERK**

The Town Clerk advised:

- a. Signing of the Lease – 14 December 2024. Members were asked to be robed by 10.40am; the Town Hall will be open from 10.00 am.
- b. Market Claim – After protracted engagement the Council's insurers agreed to make a payment in respect of water damage to a shop unit.

103. **STAFFING, FINANCE AND GENERAL PURPOSES COMMITTEE**

The Minutes of the Meeting held on 28 November 2024 were approved and adopted.

(Vote – For: 12, Against: 0, Abstention: 1)

104. **MARKET MANAGEMENT COMMITTEE**

The Minutes of the Meeting held on 5 December 2024 were approved and adopted.

(Vote – For: 9, Against: 0, Abstention: 4)

105. **PLANNING COMMITTEE**

a. The Minutes of the Meeting held on 20 November 2024 were approved and adopted.

(Vote – For: 10, Against: 0, Abstention: 3)

b. The Minutes of the Meeting held on 11 December 2024 were approved and adopted.

(Vote – For: 11, Against: 0, Abstention: 2)

106. **TOURISM COMMITTEE**

The Minutes of the Meeting held on 10 December 2024 were approved and adopted.

(Vote – For: 11, Against: 0, Abstention: 2)

107. **DECARBONISATION COMMITTEE**

a. The Minutes of the Meeting held on 3 October 2024 were approved and adopted.

(Vote – For: 10, Against: 1, Abstention: 2)

b. The Minutes of the Meeting held on 4 December 2024 were approved and adopted.

(Vote – For: 10, Against: 0, Abstention: 3)

108. **TORRIDGE DISTRICT COUNCIL – UPDATE**

Councillor Bushby advised:

a. Kenwith Dam Improvement Scheme. Works could take two and a half to four years to complete with a view to creating another (small) lake; the low lying land will be excavated to create a culvert under the road to the Pumping Station (to be upgraded).

As a consequence of the works, police bollards in place along Northam Road are benefitting the traffic flow by removing the hitherto prevalent parking hazard.

b. TDC / St Mary's Church of England Primary School – Christmas Card Initiative. The First Year pupils were tasked with designing Christmas Cards for TDC.

Four pupils were adjudged winners and were presented with Book Tokens at an Assembly Award Ceremony.

109. **BRIDGE TRUST**

Councillor Mrs Gubb briefed Members on Estate works, income, expenditure, charitable donations and grants figures.

110. **ELECT TWO NOMINATIVE TRUSTEES – BRIDGE TRUST**

Councillors Bushby, T Inch, D McGeough and K Hind all indicated their willingness to serve as nominative trustees. All were seconded by Councillors McKenzie, Mrs J Gubb, J Hellyer and Craigie respectively; two rounds of voting confirmed Councillors Bushby and Hind Nominative Trustees.

First round:

Councillor Bushby: (Vote – For: 13)

Councillor T Inch: (Vote – For: 4)

Councillor K Hind: (Vote – For: 8)

Councillor D McGeough: (Vote – For: 8)

Second round:

Councillor K Hind: (Vote – For: 9)

Councillor D McGeough: (Vote – For: 8)

The business of the meeting having been concluded the Mayor thanked the members for their attendance at the meeting which concluded at 7.00 pm.

Signature of Town Mayor: .....

Date: .....

BIDEFORD TOWN COUNCIL - Accounts for approval at the Town Council Meeting - 12 December 2024

Number (All)   
 Total2 (Multiple lte)

Row	Date Entered	PV	Description	Extended Description	Net	VAT	Gross
1	03/11/2024	(blank)	Amazon	(blank)	(7.29)		(7.29)
2				Amazon Prime-No Receipt	8.99		8.99
3	05/11/2024	BSTC31	Staff salaries inc Pension	SALARY	38,017.71		38,017.71
4	11/11/2024	(blank)	Torrige District Council	Parking	4.50		4.50
5			Paul Swan	Parking RePayment	(4.50)		(4.50)
6	17/11/2024	(blank)	Amazon EU SarL	Picture Frames	33.32	6.67	39.99
7			Corporate Trade Supplies Ltd	Picture Frames	84.08	16.83	100.91
8	18/11/2024	(blank)	Adobe	Photoshop SW	198.96	39.79	238.75
9	19/11/2024	(blank)	BJ's Value House	Bracket	1.67	0.33	2.00
10			Motor Parts Direct	Pick up Battery	83.33	16.67	100.00
11			Taylor's Fastners	Fixings	18.61	3.72	22.33
12		BSTC31	EDF	Bridge Floodlighting	58.62	2.93	61.55
13				Xmas Lights, 74A	0.74	0.04	0.78
14	21/11/2024	(blank)	Amazon EU S.A.R.L. UK Branch	First Aid Sign	14.98	3.00	17.98
15				HSE Poster	13.82	2.76	16.58
16	22/11/2024	(blank)	BJ's Value House	Bedding Plants	33.25	6.65	39.90
17			Bowdens Cleaning Services Limited	Office Cleaning Oct	48.00	9.60	57.60
18			Torrige Distrct Council	New Address Registration	103.00		103.00
19		BSTC31	EDF	Xmas Lights, 14A	39.69	1.98	41.67
20			Acom Recruitment Ltd	Temp Staff	370.80	74.16	444.96
21			Bideford Con Club	Remembrance Buffet	500.00		500.00
22	24/11/2024	(blank)	James Lee Electrical	M&E Fit Out	23,605.20	4,721.04	28,326.24
23	25/11/2024	(blank)	Howdens	Kitchen Unit Door	49.26	9.85	59.11
24		BSTC31	One Stop For Safety	Bunded Chemical Store	344.95	68.99	413.94
25			BigDug	72 Tray Parts Storage	686.19	137.24	823.43
26			Tufferman Ltd	7.2M * 2M Storage Racking	726.96	145.39	872.35
27			Greener Ilfracombe	Donation for Drawing of Bideford	50.00	0.00	50.00
28	26/11/2024	(blank)	Amazon EU S.A.R.L. UK Branch	Spoons SoL	4.58	0.92	5.50
29			We Can Source It Ltd	Napkins SoL	9.03	1.81	10.84
30			JAV LTD	Cups SoL	29.12	5.83	34.95
31		BSTC31	Clarity Copiers	Meter Copy Charge	32.03	6.41	38.44
32			Paul Swan	Expenses	70.88	0.00	70.88
33	27/11/2024	(blank)	Acom Recruitment Ltd	Temp Staff	370.80	74.16	444.96
34			Amazon EU SarL	Plates SoL	8.32	1.67	9.99
35	28/11/2024	(blank)	BJ's Value House	Missing Receipt	4.25		4.25
36			Bideford Coblers & Keys	Trophies Engraving	36.00	7.20	43.20
37			Kirkham Tyres Limited	(blank)	307.66	61.53	369.19
38	29/11/2024	BSTC31	Lloyds	Charges	30.90		30.90
39			Focus Group	Line / Broadband provision	57.68	11.54	69.22
40	30/11/2024	(blank)	Allstar	Fuel	369.22	73.84	443.06
41		BSTC31	RGB	Maintenance Items	534.95	106.99	641.94
42			Tamar Trading	Maintenance Items	2,889.27	577.87	3,467.14
43	01/12/2024	(blank)	Lineal	IT Support	181.52	36.31	217.83
44	02/12/2024	(blank)	Garlands	Paper 1 A4 1 A3	17.98		17.98
45		BSTC31	Market recharge	TC staff + Overhead	(3,482.36)		(3,482.36)
46			Torrige District Council	T Hall Offices rent	313.72	62.74	376.46
47				T Hall Offices Service Charge	230.42	46.08	276.50
48	03/12/2024	(blank)	Wills Tree Services	Ford Wood	750.00	150.00	900.00
49	31/12/2024	(blank)	RGB	Maintenance Items	312.15	62.42	374.57
50			Tamar Trading	Maintenance Items	1,956.04	391.21	2,347.25
51	<b>Grand Total</b>				<b>70,119.00</b>	<b>6,946.17</b>	<b>77,065.17</b>

Bank Balances at 12/12/2024 - Current Account £ 30,436.02  
 Bank Balances at 12/12/2024 - Deposit Account £ 500,000.00