

## BIDEFORD TOWN COUNCIL



Town Hall  
Bideford  
Devon  
EX39 2HS

Telephone:  
Bideford (01237) 428938

Mr Paul Swan  
Town Clerk & Responsible Financial Officer

Tuesday 3<sup>rd</sup> December 2024

To: Members of the Tourism Committee

You are hereby summoned to attend a meeting of the **Tourism Committee** of the above-named Council to be held in the Council Chamber, Town Hall, on **Tuesday 10<sup>th</sup> December 2024 at 6.00 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.

A handwritten signature in blue ink, appearing to read 'Paul Swan', is written over a light blue circular stamp.

Paul Swan  
Town Clerk

### 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. Enc.
3. Public participation session of 15 minutes duration on items on the agenda.
4. To approve the minutes of the meeting held on Tuesday 29 October 2024 as a correct record. Dist. with TC Agenda
5. To update on VE 80 Day and, if appropriate, recommend to Council any actions required. Enc.

6. To update on events for 2025 (Bideford Fair / BGT / Chudliegh Picnic) and, if appropriate, recommend to Council any actions required.
7. To debrief on Clean Up Day and set a date to coincide with the Great British Spring Clean / Keep Britain Tidy campaign and, if appropriate, recommend to Council any actions required.
8. To discuss the feedback from light switch on 2024.

**MEMBERS OF THE TOURISM COMMITTEE**

Councillors: Ms R Clarke (Town Mayor), D Bushby, J Gordon, Mrs J Gubb (Chairman), C Hawkins, K Hind, P Lawrence.

(Please note, all the agenda items read: to give consideration to recommending....., as this Committee does not have delegated authority and all outcomes will be recommendations to Full Council)

**Date of Next Meeting – Tuesday 21 January 2025.**



## **Declaration of Interests at meetings**

- Where a matter relates to an interest in list A, the member shall not participate in a discussion or vote on the matter. He /she only need declare it if it is not already noted on the register of interests.
- Where the matter is in list A, but is a sensitive interest, the member shall not participate in a discussion or vote; the member shall disclose that there is an interest but not the nature of it.
- Where a matter relates to an interest on list B the member shall not vote and may only speak as a member of the public.
- A member only has to declare an interest in list B if it is not already on the register of interests.
- If the interest is in list B and is sensitive in nature and not already registered then the member shall disclose the interest but not the nature of it.
- Where a matter relates to the financial interest of a friend, relative or close associate (other than in list A) the member shall disclose the interest and not vote. He or she may speak but only as a member of the public.

### **List A:**

- 1 **Employment, office, trade or vocation** – carried on for profit by member or spouse or civil partner.
- 2 **Sponsorship** – any payments for the previous 12 months, other than by the Council, to assist in Council duties
- 3 **Contracts** – any current contracts between the Council and the member or his/ her spouse or civil partner or a company the member is a director or partner of.
4. **Land** – any beneficial interest in land within the area of the Council by member, spouse or civil partner.
- 5 **Licenses** - any license, alone or with others, by spouse, civil partner or member to occupy land in area of Council.
- 6 **Corporate Tenancies** - any tenancy where the Council is the landlord and the member, spouse or civil partner has a beneficial interest in the tenant.
7. **Securities** – a beneficial interest is held in a body that has land or business in the area of the Council by the member, spouse or civil partner that either exceeds £25,000 or the total share capital is in excess of one hundredth of the of the total shares issued.

### **List B:**

Any interests which relate to or is likely to affect:

1. Any body where the member has general control or management and was appointed by the Council.
2. Any body that the member is in a position of control or management and either:
  - (a) exercises functions of a public nature;
  - (b) is for charitable purposes; or
  - (c) has the purpose of influencing public opinion or policy (including political parties and trade unions)
3. Any gifts or hospitality that the member has received by virtue of his or her office in excess of £50.



**BIDEFORD TOWN COUNCIL**

**Minutes of the Tourism Committee Meeting**

**held in the Council Chamber, Town Hall**

**Tuesday 29<sup>th</sup> October 2024 at 6.00 pm**

**PRESENT:** East Ward: Councillor Mrs J Gubb (Chairman)  
South Ward: None  
North Ward: Councillor D Bushby  
West Ward: Councillor C Hawkins

**IN ATTENDANCE:** Mr P Swan, Town Clerk

037 **TO RECEIVE APOLOGIES AND REASONS FOR ABSENCE**

Councillor Ms R Clarke (Town Mayor) (South Ward) – personal  
Councillor P Lawrence (South Ward) – personal  
Councillor K Hind (North Ward) - personal  
Councillor J Gordon (North Ward) - personal

038 **TO RECEIVE DECLARATIONS OF INTEREST ON ITEMS ON THE AGENDA**

No declarations were given at this point in the meeting.

039 **PUBLIC PARTICIPATION SESSION**

There was one member of the public present.

040 **MINUTES**

Proposed by Councillor Hawkins and seconded by Councillor Gubb that the minutes of the meeting held on 17<sup>th</sup> September 2024 were approved and signed as a correct record.

(Vote – For: 3, Against: 0)

041 **TO DE-BRIEF ON CLEAN UP DAY AND SET DATE**

Members discussed the post event analysis and agreed the event had been a success.

Councillor Bushby advised he had been approached by a member of the public who informed the group of a culvert just North of the Car Wash on Northam Road that was full of rubbish and could this be addressed. Upon further inspection, due to access issues, this job was handed over to the Town Rangers who have now completed the task.

Councillor Bushby expressed concern that the focus on the new Depot may result less attention being given to the Team Rangers normal duties and for the Town Clerk to address this.

042 **TO UPDATE ON VE DAY 80**

Councillor Mrs. J. Gubb declared a non-pecuniary interest in the event as a result of a relative providing services.

Town Clerk was requested to confirm the booking of entertainment and obtain buffet costings.

**TO UPDATE ON EVENTS FOR 2025 (BIDEFORD FAIR / BGT / CHUDLEIGH PICNIC)**

The Chairman asked for updates on the ideas put forward at the last meeting:

Bideford Fair – Councillor Bushby to enquire about Classic bike/ND Classic Cars.

BGT – Councillor Mrs J Gubb advised last year’s Karaoke provider was not able to attend the 2025 event and a new provider will need to be sought.

Chudleigh Picnic – Councillor Bushby will enquire about a BBQ provider.

043 **TO SET THE BUDGET FOR EVENTS FOR 2025/2026**



TOURISM BUDGET FY25/26

	Budget FY24/25	Actual YTD	Forecast	Var. To Forecast Fav/(Unfav)	Suggested Budget FY25/26	Notes
Bideford Fair	3,500.00	3,471.99	3,471.99	28.01	4,000.00	Last Year Spend + 15% Contingency
D-Day 80	3,500.00	2,708.00	2,708.00	792.00	3,500.00	VE Day 80 Celebration
Port Memorial Decorative Bed	1,500.00	1,218.20	1,218.20	281.80	0.00	Moved to SFGP as one Floral Quote
Bideford's Got Talent	3,000.00	2,507.50	2,507.50	492.50	2,875.00	Last Year Spend + 15% Contingency
Cudleigh Picnic	3,000.00	2,630.00	2,630.00	370.00	3,000.00	Change of Supplier
Other	1,000.00	-	-	-	0.00	Not Required - Balance as FY24/25
	<b>15,500.00</b>	<b>12,535.69</b>	<b>12,535.69</b>	<b>2,964.31</b>	<b>13,375.00</b>	

Proposed by Councillor Bushby and seconded by Councillor Hawkins the Budget for 2025/26 be recommend to Full Town Council be set at £13,375 as detailed above.

(Vote – For: 3, Against: 0)

044. **TO DISCUSS AND RECOMMEND ON METHOD TO PROGRESS THE TWINNING APPLICATIONS**

The Town Clerk is to write to the respective two proposed Town Mayors as agreed at Full Town Council.

**DATE OF THE NEXT MEETING**

The Chairman informed members that the next meeting would be Tuesday 10<sup>th</sup> December at 6.00pm.

The business of the meeting having been completed, the Chairman thanked the members for their attendance, and the meeting concluded at 18:35.

Signature of Town Mayor: .....Date: .....

Signature of Chairman: .....Date: .....

10 December 2024

Tourism Committee

References:

A. <https://www.veday80.org.uk/> .

B. <https://static1.squarespace.com/static/66472dec46f0956b213117b0/t/66ab694129e5d7122b9c8583/1722509643196/VE+Day+80+Anniversary+Guide+v20.pdf>.

### **VE DAY 80 – 8 MAY 2025**

1. 18.30, “The Bells!” Liaise with Kate Wills – Tower Captain.
2. Food, Finger Buffet including savoury and sweet obtain quotes 250 @ £1,000 (same as Jun 24) and 275 @ £2,200, from Carol Wawrychuk and Sarah Kelly – both contacted awaiting response.
3. Pollyfield Community Centre. CMC Productions to have the PA in place\*.
4. At 18.30 Youth Pipe Band to play until 18.45.
5. Tamsin Ball\* to sing for an hour 19.00 – 20.00 pm (period related material).  
  
Town Band to play before 21.00 with Tamsin, again period material.
6. Town Crier Proclamation at 21.00 (see below).
7. Beacon Lighting at 21.30 and Mayor to read out Tribute (see below).
8. Immediately after the Tribute Town Band and Tamsin lead / accompany everyone to singing, “I vow to thee my Country.”  
  
Band can continue / CMC Productions can pick up sounds with a finish at 22.00.
9. Actions!
  - a. Obtain quotes - awaiting.
  - b. All players on side.
  - c. Arrange meeting with Pollyfield Centre.



## **VE Day 80 Proclamation – 9.00 pm on 8 May 2025**

Oyez, Oyez, Oyez!

Eighty years ago today the United Kingdom and its allies from around the globe celebrated VE Day – the end of the war in Europe.

Today as we come together to commemorate what came to be known as VE Day our thoughts turn to thanksgiving and remembrance of those millions that gave so much to achieve the freedom we all enjoy today.

We remember those we lost, those who were wounded or scarred, those whose lives were forever changed by war.

Nobody was immune from the impact of that terrible conflict. Let us pause to remember their sacrifice.

We reflect too upon the words of our late and glorious Queen, Elizabeth – “Never Give Up, Never Despair”.

And so we offer thanksgiving for the selflessness of those who gave up so much in order that future generations should enjoy the blessings of freedom, democracy and peace.

God Save the King!

## **The VE DAY 80 Tribute - 9.30pm on 8th of May 2025**

Let us remember those who gave their lives at home and abroad, whose sacrifice enables us to all enjoy the peace we have today.

Let us remember those who came home, wounded, physically and mentally, and the friends and family who cared for them.

Let us remember those who returned to restore their relationships and rebuild their working and family lives after years of conflict and turmoil.

Let us remember the families that lost husbands, wives, sons, daughters and sweethearts.

Let us remember the servicemen and women of other nationalities and faiths from Commonwealth and allied countries who fought, suffered and died during six years of war.

Let us remember those in reserved occupations and the brave people who kept us safe on the home front - the doctors, nurses who cared for the wounded, the men and women who toiled in the fields, the fisherman who fished the seas, those who worked in the factories and the air-raid wardens, the police officers, firemen, ambulance drivers and the young people of the Scouts and Guides who played such a vital role in the war effort at home too.

God Save The King.

## **I Vow to thee my Country**

I vow to thee, my country, all earthly things above  
Entire and whole and perfect, the service of my love  
The love that asks no question, the love that stands the test  
That lays upon the altar, the dearest and the best  
The love that never falters, the love that pays the price  
The love that makes undaunted the final sacrifice

And there's another country, I've heard of long ago  
Most dear to them that love her, most great to them that know  
We may not count her armies, we may not see her king  
Her fortress is a faithful heart, her pride is suffering  
And soul by soul, and silently her shining bounds increase  
And her ways are ways of gentleness, and all her paths are peace.

