



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

Wednesday 8th May 2024

You are hereby summoned to attend a Meeting of Bideford Town Council in the Town Hall on **Thursday 16 May 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 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 for dispensation received by the Clerk prior to the meeting. Encl.
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.
8. To approve the Minutes of the Meeting held on 4 April 2023 as a correct record. Encl.
9. Accounts - To approve the payments listed. To Follow
10. To consider and approve the Annual Governance Statement for the year ended 31 March 2024. Encl.

11. To consider and approve the Accounting Statements within the Annual Return for the year ended 31 March 2023. Encl.

12. 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.

13. To receive such communications as the Town Mayor /Town Clerk may wish to lay before the Council.

14. To appoint Members to serve on the following Committees/Working Groups: Encl.

- Allotments Committee
- Market Management Committee
- Planning Committee
- Staffing, Finance & General Purposes Committee
- Tourism Committee
- Decarbonisation and Environment Committee
- Grievance / Disciplinary / Complaints Panel
- Personnel Appeals Panel
- Emergency Planning Working Group (Twice yearly review of plan).

15. To appoint an Internal Auditor of Accounts.

16. To appoint representatives to Outside Bodies. Encl.

17. To approve the dates of Meetings and Functions for the Civic Year 2024/25. Encl.

18. To inspect the deeds in the custody of the Council. Town Clerk

19. Market Management Committee - To approve and adopt the Minutes of the Meeting held on 18 April 2024. Encl.

20. Staffing, Finance & General Purposes Committee - To approve and adopt the Minutes of the Meeting held on 2 May 2024. Encl.

21. Tourism Committee - To approve and adopt the Minutes of the Meeting held on 2 April 2024. Encl.

Planning Committee –

- a. to approve and adopt the minutes of the meeting held on 3 April 2024. Encl.
- b. to approve and adopt the minutes of the meeting held on 24 April 2024. Encl.

- 22. **Torrige District Council – To receive an update on Torrige District Council activities by one of the Councillors.**
- 23. **Bideford Bridge Trust – To receive an update on Bridge Trust activities by one of the Trustees.**

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 items 24.

- 24. Citizens Award.

To Follow

<p>A moment of contemplation will be said by 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.</p>
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Date of the next meeting – Thursday 20 June 2024