



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 27th February 2025

You are hereby summoned to attend a Meeting of Bideford Town Council in the Town Hall on **Thursday 6th March 2025 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 23rd January 2025 as a correct Encl. record.
5. To approve the minutes of the extra ordinary meeting held on 5th February 2025 as Encl. a correct record.

6. Accounts - To approve the payments listed. Encl.
7. To receive such communications as the Town Mayor / Town Clerk may wish to lay before the Council.
8. Staffing, Finance & General Purposes Committee - to approve and adopt the minutes of the meeting held on 13 February 2025. Encl.
9. Staffing, Finance & General Purposes Committee (Grants) - to approve and adopt the minutes of the meeting held on 20 February 2025. Encl.
10. Market Management Committee Meeting – to approve and adopt the minutes of the meeting held on 27 February 2025. Encl. To Follow
11. Planning Committee :-
 - a. to approve and adopt the minutes of the meeting held on 29 January 2025. Encl.
 - b. to approve and adopt the minutes of the meeting held on 19 February 2025. Encl.
12. Tourism Committee - to approve and adopt the minutes of the meeting held on 21 January 2025.**(All items are recommendations)**. Encl. To Follow
13. Decarbonisation and Environment and Committee Meeting – to approve and adopt the minutes of the meeting held on 12 February 2025.**(All items are recommendations)**. Encl.
14. To receive an update from Way of The Wharves heritage Harbour activity. Presentation Mr. M Teare
15. To discuss and resolve upon the hosting of the Twinning Association. Encl.
16. To receive the report from the County Councillor on issues within the parish. Cllr Mrs Hellyer
17. Torridge District Council – To receive an update on Torridge District Council activities by one of the Councillors. Cllr D Bushby
18. To receive an update on Bridge Trust activities by one of the Trustees.

Prayers will be said by Geoff Gilbert, Pastor Home Church Bideford, 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 17 April 2025



DECLARATIONS OF INTEREST

***PLEASE READ THE ADVICE OVERLEAF, THEN COMPLETE IN BLOCK CAPITALS
AND HAND TO THE CLERK AT THE COMMENCEMENT OF THE MEETING***

FULL NAME:

[illegible]

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 Town Council Meeting held in the Town Hall, Bideford on

Thursday 23 January 2025 at 6.30 pm

PRESENT:	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 Councillor P Lawrence
	East Ward:	Councillor Mrs J Gubb Councillor J Hellyer Councillor Mrs L Hellyer
	West Ward:	Councillor C Hawkins Councillor M Taylor
IN ATTENDANCE:		Mr Paul Swan (Town Clerk) Mr R D Coombes (Deputy Town Clerk)

111. **APOLOGIES FOR ABSENCE**

Members noted the apologies received and reasons for absence from:

Councillor	J A	McKenzie
Councillor	T	Inch

No apologies and reasons for absence were received from:

Councillor	J	Craige
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112. **DECLARATIONS OF INTEREST ON ITEMS ON THE AGENDA**

No Declarations were proffered.

113. **PUBLIC PARTICIPATION SESSION**

There were no members of the public in attendance.

114. **MINUTES**

The Minutes of the Meeting held on 12 December 2024 were approved, and signed as a correct record.

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

115. **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: 12, Against: 0, Abstention: 1)

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

The Mayor advised that Councillor Wilton-Love had not responded to requests to attend the Council Meeting.

Councillors McGeough and Hind explained his absence from the Meeting. Councillor Hind would restate, to Councillor Wilton-Love, the need to attend the Council, in the future, though.

The Town Clerk advised:

- a. That Torridge District Council (TDC) had risk assessed and declared it unsafe to attend the Town Hall flag pole.
- b. TDC had served Notice on the Council to vacate the Town Hall, within a few months, for roof and electrical works to be addressed. Offices will be provided at Riverbank House with the “Green House,” made available for Council Meetings.
- c. Further insurance monies had been received to refund expenditure on ceiling / floor damage at the Market (Shop Unit).
- d. The Rangers Facility will be formally opened on 31 January 2025; members are encouraged to attend.

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

Councillor Lawrence indicated that the Mayor’s vote should be recorded, “abstained.”

The Minutes of the Meeting held on 9 January 2025 were approved and adopted.

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

118. **MARKET MANAGEMENT COMMITTEE**

The Minutes of the Meeting held on 16 January 2025 were approved and adopted.

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

119. **PLANNING COMMITTEE**

The Minutes of the Meeting held on 8 January 2025 were approved and adopted.

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

120. **TOURISM COMMITTEE**

Councillor Lawrence, who had not attended the Meeting, advised that the Cream Tea Festival would not take place (in 2025). He confirmed that the Jigsaw Festival remained set for an, as yet, unconfirmed date in October (2025).

The Minutes of the Meeting held on 21 January 2025 were approved and adopted.

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

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

Members had sight and noted the report provided by Councillor Mrs Hellyer.

Councillor Bushby thanked Councillor Mrs Hellyer for “a very good report.”

The Chairman provided Councillor Hind the opportunity to address members following Councillor Mrs Hellyer’s report, which had highlighted the Local Government Reorganisation.

He, with the Town Clerk, had visited the Town Clerk of Falmouth to discuss the Council’s experience following Cornwall becoming a unitary authority.

Staff levels had risen from seven to eighty five, the budget from £150,000 to £4,000,000 as a result of services and assets having been transferred from their former District to the Town Council.

The Band D (Council Tax) valuation is set at £400, which provides for the Council to run a number of operations that could otherwise have been sold – Art Gallery, Pavillion Theatre (4,000 members of the population voted for establishments to be retained, albeit at a cost). Parks, car parks, park benches had been taken on.

Councillor Hind indicated that approaches should be made to TDC to acquisition assets suggesting the Park, Market and car parks, as a means to prepare the way forward.

Councillor S Inch suggested the item should be established for future agendas to provide updates.

Discussion followed where Councillor Hind considered forming a Working Group that would make recommendation to S,F& GP. Councillor Mrs L Hellyer saw merit in succession planning highlighting the Park and Market (assets).

Councillor S Inch reiterated his belief that the Town Council was the appropriate forum as it affected the whole Town; Councillor Bushby agreed that there should be a standard agenda item but not on the (full) Town Council agenda.

122. **TORRIDGE DISTRICT COUNCIL – UPDATE**

Councillor Bushby advised:

- a. Operation Services Centre. Turf cutting week commencing 27 January and subsequent work commencement with a target completion October 2025 and full operation from January 2026.
- b. Quay Study. Hardisty Jones Associates (Economic Development Consultants) have been commissioned with stakeholder meeting to be held in the coming weeks.
- c. Levelling Up Partnership. “Final sign off” news anticipated, imminently. TDC to receive £10 million in February and £10 million in April to support a range of projects across the District.
- d. Town Hall. Preparation and groundwork has commenced.
- e. Devolution. Government to provide timetable for devolution and potential Local Government Reorganisation (week commencing 27 January).
- f. Playzones. Project preparation in place and awaiting final sign off from the Football Foundation before proceeding (including Pollyfield Site).
- g. (Refreshed) Estuary Strategy. Working to a June presentation (to Committee). The commercial and leisure use of the Estuary and Bideford Harbour / Port operation will be considered.

123. **BRIDGE TRUST**

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

The business of the meeting having been concluded the Mayor thanked the members for their attendance at the meeting which concluded at 6.57 pm.

Signature of Town Mayor:

Date:



BIDEFORD TOWN COUNCIL - Accounts for approval at the Town Council Meeting- 23 January 2025

Number (A/B)
Total2 (A/B)

Row	Date Entered	PV	Description	Extended Description	Net	VAT	Gross
1	18/12/2024	BSTC33	Royal Hotel	Mayor's Allowance Contribution to Staff Meal	70.00		70.00
2	19/12/2024	(blank)	Post Office	Postage	11.65		11.65
3			D S Electrical	Xmas Light Install	25,000.00	5,000.00	30,000.00
4			Canva	Design Software	83.32	16.67	99.99
5		BSTC35	James Lee Electrical	M&E Fit out at Ranger Depot	2,622.80	524.56	3,147.36
6	24/12/2024	BSTC34	EDF (DS13)	Xmas Lights, 14A	43.19	2.16	45.35
7	27/12/2024	BSTC34	Clarity Copiers	Copier Charges	38.23	7.65	45.88
8			Lloyds	Bank Charges	8.50		8.50
9	31/12/2024	BSTC34	RGB	Maintenance Items	312.15	62.42	374.57
10			Tamar Trading	Maintenance Items	1,956.04	391.21	2,347.25
11			Focus Group	Line / Broadband provision	57.68	11.54	69.22
12	01/01/2025	(blank)	Lloyds	Cashback	(3.56)		(3.56)
13		BSTC35	Market recharge	TC staff + Overhead	(3,482.36)		(3,482.36)
14	02/01/2025	BSTC35	Torridge District Council	T Hall Offices rent	313.72	62.74	376.46
15				T Hall Offices Service Charge	230.42	46.08	276.50
16	03/01/2025	(blank)	Amazon EU S.A.R.L. UK Branch	Prime Subscription	8.99		8.99
17		BSTC36	Bowdens Cleaning Services Limited	Office Cleaning	69.33	13.87	83.20
18			GD Ford Builders	Internal Walls New Depot	2,566.00	513.20	3,079.20
19	05/01/2025	(blank)	Amazon EU S.A.R.L. UK Branch	Fire Door Signage	15.00	3.00	18.00
20			Amazon EU S.A.R.L.	Window Restrictor	16.64	3.34	19.98
21				Fire Assembly Signage	8.74	1.75	10.49
22	07/01/2025	(blank)	BigDug	Lockers	595.35	119.07	714.42
23	08/01/2025	(blank)	Staff salaries inc Pension	SALARY	32,587.14		32,587.14
24			Valan House Stores	Shelf and Mirror	67.73	0.00	67.73
25			Spotted Penguin	Signage For Depot	42.90	8.58	51.48
26			WH Smith	Pen Refill	4.99	1.00	5.99
27			O. Heap & Son (Derby) Limited	First Aid Kit	17.49	3.50	20.99
28	10/01/2025	(blank)	Wills Tree Services	Ford Wood	600.00	120.00	720.00
29			Altstar	Fuel	132.89	26.58	159.47
30			T Burtett	Removal of fallen tree stump	136.00		136.00
31			Guild of Mace-Bearers	Subscription	10.00		10.00
32			Howdens Joinery Limited	Fire Door	630.70	126.14	756.84
33				Fittings	67.26	13.45	80.71
34			Ryzen Online Limited	Post Box	20.37	4.08	24.45
35		BSTC36	PWLB	Loan repayment	12,811.94		12,811.94
36	13/01/2025	(blank)	Bideford Cobblers and Keys	Engravings	45.00		45.00
37				Key Cutting	9.00		9.00
38			West of England Fire Protection Service Limited	Fire Extinguishers for Depot	396.50	79.30	475.80
39			Newbery Recycling Limited	Skip for Depot	403.73	80.75	484.48
40			Lidl	Toilet Roll	7.07	1.42	8.49
41	16/01/2025	(blank)	Lineal	Software renewal	165.18	33.04	198.22
42				Software Support	51.00	10.20	61.20
43	31/01/2025	(blank)	RGB	Maintenance Items	70.95	38.76	109.71
44			Tamar Trading	Maintenance Items	412.22	82.45	494.67
45	Grand Total				79,231.89	7,408.51	86,640.40

Bank Balances at 16/01/2025 - Current Account
Bank Balances at 16/01/2025 - Deposit Account

£ 41,350.82
£ 127,156.70



BIDEFORD TOWN COUNCIL

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

Thursday 5 February 2025 at 6.30 pm

PRESENT:	North Ward:	Councillor D Bushby Councillor J Gordon Councillor S Smith
	South Ward:	Councillor Ms R Clarke (Chairman) Councillor S Inch Councillor P Lawrence
	East Ward:	Councillor Mrs J Gubb Councillor J McKenzie
	West Ward:	Councillor C Hawkins
IN ATTENDANCE:		Mr Paul Swan (Town Clerk)

137. APOLOGIES FOR ABSENCE

Members noted the apologies received and reasons for absence from:

Councillor	L	Hellyer
Councillor	J	Hellyer

No apologies and reasons for absence were received from:

Councillor	K	Hind
Councillor	D	McGeough
Councillor	J	Craigie
Councillor	M	Taylor
Councillor	T	Inch

138. DECLARATIONS OF INTEREST ON ITEMS ON THE AGENDA

No Declarations were proffered.

139. **PUBLIC PARTICIPATION SESSION**

There were no members of the public in attendance.

140. **PART II (Closed Session)**

Proposed by Councillor Mrs J Gubb, seconded by Councillor S Inch and

RESOLVED: To exclude 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.

(Vote – For: 9, Against: 0)

141. Members received the request given to the Councillor by local residents to bestow up a resident of Bideford the title of Honorary Freeman/woman of Bideford Town, in accordance with s.249 of the Local Government Act 1972.

Discussion was held on the suitability of the award being offered out to a wider group. It was stated that this award had not been offered for over fifty years, it was a great honour to bestow and offering to wider groups may dilute its significance.

It was proposed by Councillor Bushby and seconded by Councillor McKenzie and

RESOLVED: That Mrs. Valerie Morish be awarded Freeman/woman of the Town of Bideford.

(Vote – Unanimously For.)

142. **RETURN TO STANDING ORDERS**

Proposed by Councillor S Inch, seconded by Councillor J McKenzie and

RESOLVED: That the meeting returns to Standing Orders.

(Vote For: 9, Against: 0)

The business of the meeting having been concluded the Mayor thanked the members for their attendance at the meeting which concluded at 18:43.

Signature of Town Mayor:

Date:



BIDEFORD TOWN COUNCIL - Accounts for approval at the Town Council Meeting 6th March 2025

Agenda Item 6

Number (All)

Total2 (All)

Row	Date Entered	PV	Description	Extended Description	Net	VAT	Gross
1	19/02/2025	(blank)	Amazon EU SarL	Pen Refill	10.50	2.10	12.60
2			Hedges Direct Ltd	Hedging for allotments	59.02	11.80	70.82
3	21/02/2025	(blank)	Amazon EU SarL	Printing Cartridge	12.49	2.50	14.99
4		BSTC42	EDF	Xmas Lights	47.49	2.37	49.86
5	25/02/2025	BSTC43	Royal Hotel	Mayor's Charity Dinner	1,716.67	343.33	2,060.00
6	28/02/2025	BSTC43	Allstar	Maintenance Items	230.30	46.06	276.36
7			Clarity Copiers	Copier Charges	23.04	4.61	27.65
8			Jewson	Maintenance Items	87.00	17.40	104.40
9			RGB	Maintenance Items	85.58	17.11	102.69
10			Tamar Trading	Maintenance Items	357.99	71.61	429.60
11			Screwfix	Maintenance Items	0.00	0.00	0.00
12			Focus Group	Line / Broadband provision	57.68	11.54	69.22
13			Bowdens Cleaning Services Limited	Maintenance Items	69.33	13.87	83.20
14			Lineal Software Solutions Ltd	Maintenance Items	0.00	0.00	0.00
15	Grand Total				2,757.09	544.30	3,301.39

Bank Balances at 05/03/2025 - Current Account

£ 33,349.82

Bank Balances at 05/03/2025 - Deposit Account

£ 50,000.00



BIDEFORD TOWN COUNCIL

Minutes of the Staffing, Finance & General Purposes Committee

held in the Town Hall on

Thursday 13 February 2025 at 6.30 pm

PRESENT:

North Ward:	Councillor D Bushby (Chairman)
South Ward	Councillor Mrs R Clarke Councillor S Inch
East Ward:	Councillor Mrs L Hellyer Councillor Mrs J Gubb Councillor J McKenzie
West Ward	

IN ATTENDANCE: Mr P Swan (Town Clerk)

70. APOLOGIES FOR ABSENCE

Members noted the apologies received and reasons for absence from:

Councillor	P	Lawrence
Councillor	T	Inch

No apologies and reasons for absence were received from:

Councillor	D	McGeough
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71. DECLARATIONS OF INTEREST AND ANY REQUESTS FOR DISPENSATION ON ITEMS ON THE AGENDA

None.

72. PUBLIC PARTICIPATION SESSION OF 15 MINUTES DURATION

There was no public participation.

73. **MINUTES**

Proposed by Councillor Clarke and seconded by Councillor Mrs R Clarke, the Minutes of the Meeting held on 9th January 2025 were approved and signed as a correct record.

(Vote – For:6 , Against: 0, Abstention: 0)

74. **CHAIRMAN’S ITEMS**

The Town Clerk explained that all work on the Town Hall had ceased until a new suitable location had been provided.

75. **ACCOUNTS**

a) To approve the payments listed

It was proposed by Councillor Ms R Clarke, and seconded by Councillor McKenzie, and

RESOLVED: That the lists of payments for 13 February 2025 be approved.

(Vote – For: 6, Against: 0, Abstention: 0)

b) Internal Audit Report Q3 2024/25

It was proposed by Councillor S Inch and seconded by Councillor Ms R Clarke, and

RESOLVED: That the Internal Audit Report Q3 2024/25 be approved.

(Vote – For: 6, Against: 0, Abstention: 0)

76. **TOWN RANGERS TASKS UPDATE.**

Councillor Mrs J Gubb thanked the Town Rangers particularly for the work on East the Water, tidying verges on Alverdiscott Road and commented on what is a growing list of tasks completed.

77. **Q3 FINANCIAL PERFORMANCE**

Councillors received an update from the Town Clerk on the financial performance of the Council to December 2024, including the new Town Ranger Depot finance progress.

Councillor Mrs Hellyer commented that no response had been given from DCC on the bus shelter earmarked reserve.

78. **PULSE SMART HUB UPDATE**

Councillors received an update from the Town Clerk on the informal pre application report from TDC on the project.

Councillors were advised that planning applications may be made in the name of Bideford

Town Council and agreed.

79. **WOOD CHIPPER MATCH FUNDING**

It was proposed by Councillor Bushby and seconded by Councillor Mrs L Hellyer, and

RESOLVED: That the match funding of up to £1000 be approved to procure a new wood chipper.

(Vote – For: 6, Against: 0, Abstention: 0)

80. **AUTOMATED WEEDING MACHINE PROCURMENT FUNDING**

Councillors received an update from the Town Clerk on the recent trial of an automated weeding machine by the Town Rangers.

It was proposed by Councillor Bushby and seconded by Councillor S Inch, and

RESOLVED: Recommend to Full Town Council that the funding of up to £12,118 be approved to procure an automated weeding machine by moving funds from Regeneration Earmarked Reserves.

(Vote – For: 6, Against: 0, Abstention: 0)

81. **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 116/117

Proposed by Councillor Bushby, seconded by Councillor S Inch and

RESOLVED: To exclude 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

(Vote – For: 6, Against: 0)

82. **STAFF APPRAISALS (4 OFF)**

Members received and reviewed the appraisals.

It was proposed by Councillor Bushby and seconded by Councillor Mrs R Clarke, and

RESOLVED: The appraisals be accepted.

(Vote – For: 6, Against: 0, Abstention: 0)

83. **STAFFING MATTERS - EVALUATION**

Councillor Bushby updated Members on the continued absence from work of a staff member.

Members discussed the change in work roles / practices and the continued effectiveness of the Team.

It was proposed by Councillor Mrs L Hellyer, seconded by Councillor J McKenzie that a given settlement package be made. (Vote: For: 2, Against: 0)

It was proposed by Councillor Mrs J Gubb, seconded by Councillor S Inch that an alternate settlement package be made. (Vote: For: 4, Abstention: 2, Against: 0)

RESOLVED: That a severance offer is made to the staff member.

84. Proposed by Councillor McKenzie, seconded by Councillor Bushby and

RESOLVED: That the meeting returns to Standing Orders.

(Vote For: 6, Against: 0)

The Chairman thanked the members for their attendance and the meeting concluded at 19:47.

Signature of Town Mayor: Date:

Signature of Chairman: Date:



BIDEFORD TOWN COUNCIL - Accounts for approval at the Staffing, Finance & General Purpose Committee Meeting 13th February 2025

Number	(All)
Total2	(All)

Row	Date Entered	PV	Description	Extended Description	Net	VAT	Gross
1	17/01/2025	(blank)	EDF	Xmas Lights, 74A	60.60	3.03	63.63
2			Torbay Media Ltd	Manor Court Notice	200.00	40.00	240.00
3			Yeartree Limited	Photo Frames	25.82	5.16	30.98
4	18/01/2025	(blank)	Living Wage Foundation	Annual Subscription	69.00	13.80	82.80
5	20/01/2025	(blank)	M&S	Buffet Rangers Depot Opening	121.00		121.00
6		BSTC39	Nick Sampson Mechanical Engineering Services Ltd	Container Transport	380.00	76.00	456.00
7	21/01/2025	(blank)	Amazon EU S.A.R.L.	Chair-A Curtis	74.99	15.00	89.99
8		BSTC38	EDF	Xmas Lights, 14A	43.26	2.16	45.42
9	22/01/2025	(blank)	Screwfix	Sand Paper	8.41	1.68	10.09
10	23/01/2025	(blank)	Maggie & Hook	Ribbon Rangers Depot Opening	23.70	0.00	23.70
11		BSTC39	Wills Tree Services	Ford Wood	400.00	80.00	480.00
12			Paul Swan	Expenses	177.60	0.00	177.60
13	24/01/2025	(blank)	Bideford Carpet and Furniture	Carpet Tiles	139.75		139.75
14		BSTC38	E-On Next Energy Limited	Ranger Depot Electricity	122.14	6.11	128.25
15	26/01/2025	(blank)	Bowdens Cleaning Services Limited	Office Cleaning	69.33	13.87	83.20
16	28/01/2025	BSTC39	Clarity Copiers	Copier Charges	48.47	9.69	58.16
17			Lloyds	Bank Charges	8.50		8.50
18	30/01/2025	(blank)	B&M Limited	Table Clothes	12.50	2.50	15.00
19		BSTC39	Focus Group	Line / Broadband provision	57.68	11.54	69.22
20	31/01/2025	BSTC37	RGB	Maintenance Items	70.95	38.76	109.71
21		BSTC39	Tamar Trading	Maintenance Items	412.22	82.45	494.67
22			Architectural Heritage England	Pannier Market Survey to be Transferred	0.00		0.00
23	03/02/2025	(blank)	Market recharge	TC staff + Overhead	(3,482.36)		(3,482.36)
24			Torridge District Council	T Hall Offices rent	313.72	62.74	376.46
25				T Hall Offices Service Charge	230.42	46.08	276.50
26			E-On Next Energy Limited	Ranger Depot Electricity	109.63	5.48	115.11
27			Richard Coombes	Expenses	25.16		25.16
28	04/02/2025	(blank)	Garlands	Xmas Lights Electricity	121.20		121.20
29			Staff salaries inc Pension	SALARY	29,367.14		29,367.14
30			Andy Curstis	Expenses	186.48	8.52	195.00
31	28/02/2025	(blank)	Allstar	Maintenance Items	230.30	46.06	276.36
32			Jewson	Maintenance Items	0.00	0.00	0.00
33			RGB	Maintenance Items	85.58	17.11	102.69
34			Tamar Trading	Maintenance Items	357.99	71.61	429.60
35			Screwfix	Maintenance Items	0.00	0.00	0.00
36			Lineal Software Solutions Ltd	Maintenance Items	0.00	0.00	0.00
37	20/11/2025	BSTC39	CMC Productions	Remembrance Sound	170.00	0.00	170.00
38	Grand Total				30,241.18	659.35	30,900.53

Bank Balances at 05/02/2025 - Current Account
 Bank Balances at 05/02/2025 - Deposit Account

€ 54,533.50
 € 50,000.00



BIDEFORD TOWN COUNCIL

Minutes of the Staffing, Finance & General Purposes Committee

held in the Town Hall on

Thursday 20 February 2025 at 6.30 pm

PRESENT:	North Ward:	Councillor D Bushby (Chairman) Councillor Mr K Hind (Substitute)
	South Ward	Councillor Mrs R Clarke (Mayor) Councillor S Inch
	East Ward:	Councillor Mr J Hellyer (Substitute) Councillor J McKenzie Councillor Mrs J Gubb
	West Ward	Councillor T Inch – 18:45 Councillor Mrs C Hawkins (Substitute)

IN ATTENDANCE: Mr P Swan (Town Clerk)

85. APOLOGIES FOR ABSENCE

Members noted the apologies received and reasons for absence from:

Councillor	P	Lawrence (Medical)
Councillor	Mrs L	Hellyer (DCC Commitment)
Councillor	D	McGeough (DCC Commitment)

No apologies and reasons for absence were received from:

86. DECLARATIONS OF INTEREST AND ANY REQUESTS FOR DISPENSATION ON ITEMS ON THE AGENDA

Councillor Ms R Clarke declared a non-pecuniary interest in agenda item 7. (She has elected Transilience as the Mayor's Charity)

Councillor Mrs Gubb declared a non-pecuniary interest in agenda item 7. (She is a committee member / Trustee of the Bideford Massed Pipes and Drums, Carnival Committee, Port of Bideford Regatta Committee and a member of the Youth Pipe Band.) Councillor Mrs Gubb also declared a pecuniary interest in agenda item 7. (Bideford Bike Show, Work involvement with the aforementioned organisation).

Councillor Inch declared a non-pecuniary interest in agenda item 7. (He is a committee member / Trustee of the following - Bideford Keyboard and Organ Club, Bideford Massed Pipes & Drums, Bideford Town Band, Port of Bideford Regatta, Bideford Carnival Committee, Bideford Amateur Rowing Club)

Councillor K Hind declared a non-pecuniary interest in agenda item 7. (he is a member of the Bideford Rotary Club, Pheonix Morris Dancers, Up Close Theatre)

87. **PUBLIC PARTICIPATION SESSION OF 15 MINUTES DURATION**

There was no public participation.

88. **MINUTES**

Proposed by Councillor Ms R Clarke and seconded by Councillor S Inch, the Minutes of the Meeting held on 20th February 2025 were approved and signed as a correct record.

(Vote – For: 6, Against: 0, Abstention: 2)

89. **CHAIRMAN'S ITEMS**

None

90. **ACCOUNTS**

Payment List

It was proposed by Councillor Ms R Clarke and seconded by Councillor S Inch, and

RESOLVED: That the lists of payments for 20 February 2025 be approved.

(Vote – For: 8, Against: 0, Abstention: 0)

91. **GRANTS TO LOCAL ORGANISATIONS 2025/26**

Members considered each application received and made recommendations to Full Council for the award of grants from 1 April 2025, as detailed in the table below.

Proposed by Councillor D Bushby, seconded by Councillor J Hellyer and



Bideford Town Council Grant Award Summary 2025/6

Award #	Recipient	Amount requested 24/25	Amount Awarded 24/25	Amount requested 25/26	Amount Awarded 25/26	% Amount Awarded 24/25
1	1st Woolery Scouts	£1,000.00	£250.00	£1,000.00	£250.00	25.0%
2	20 Bideford Squadron Air Training Corps	£7,000.00	£1,500.00	£5,500.00	£1,000.00	18.2%
3	Atlantic Village TIC	£1,000.00	£500.00	£1,000.00	£0.00	0.0%
6	Bideford AFC Youth	£8,000.00	£3,170.00	£6,000.00	£1,650.00	27.5%
7	Bideford Amateur Rowing Club	£6,720.00	£1,000.00	£3,960.00	£2,000.00	50.5%
8	Bideford Bike Show	£3,500.00	£2,000.00	£2,500.00	£0.00	0.0%
9	Bideford Carnival Committee	£5,000.00	£2,000.00	£5,000.00	£3,000.00	60.0%
10	Bideford & Dist. Comm Archive	£660.00	£660.00	£795.00	£300.00	37.7%
11	Bideford Gardener's Club	£1,000.00	£500.00	£1,000.00	£500.00	50.0%
12	Bideford Keyboard & Organ Club	£1,000.00	£500.00	£1,500.00	£500.00	33.3%
15	Bideford Massed Pipes and Drums	£3,000.00	£2,000.00	£3,000.00	£2,000.00	66.7%
16	Bideford Music Club	£330.00	£330.00	£350.00	£350.00	100.0%
17	Bideford No1 OAPS	£500.00	£500.00	£500.00	£500.00	100.0%
18	Bideford Phoenix Morris Club	£250.00	£250.00	£250.00	£100.00	40.0%
19	Bideford Railway Heritage Centre	£1,930.00	£1,000.00	£1,173.96	£500.00	42.6%
20	Bideford Rugby Football Club	£3,000.00	£1,000.00	£3,000.00	£1,000.00	33.3%
21	Bideford Town Band	£3,000.00	£2,000.00	£3,000.00	£2,000.00	66.7%
23	Bideford Youth Pipe Band	£2,000.00	£1,000.00	£2,000.00	£2,000.00	100.0%
26	East the Water Community Pantry	£1,100.00	£1,100.00	£1,100.00	£500.00	45.5%
29	North Devon Forum for Autism	£2,000.00	£1,000.00	£2,000.00	£1,000.00	50.0%
30	North Devon Display Gymnastics	£1,577.02	£250.00	£1,468.50	£750.00	51.1%
31	Out of this World Events - Soapbox Derby	£6,720.00	£3,000.00	£3,500.00	£1,600.00	45.7%
32	Port of Bideford Regatta Committee	£1,500.00	£1,500.00	£1,500.00	£1,500.00	100.0%
34	Rainbow Music Trust	£6,000.00	£2,000.00	£6,000.00	£500.00	8.3%
36	Rotary Club of Bideford (Water Festival)	£1,500.00	£1,500.00	£1,500.00	£750.00	50.0%
37	Shamwickshire Rovers FC ETW	£1,500.00	£750.00	£1,200.00	£1,000.00	83.3%
39	SW Event Management Solutions Christmas Lights	£20,021.00	£15,000.00	£28,241.00	£15,000.00	53.1%
40	SW Event Management Solutions Childrens Activities Pannier Market	£8,400.00	£3,500.00	£28,241.00	£3,000.00	10.6%
41	Steamship Freshspring Society	£2,000.00	£500.00	£1,000.00	£500.00	50.0%
42	Tarka Child Contact Centre	£1,000.00	£1,000.00	£500.00	£500.00	100.0%
43	TTVS	£6,000.00	£500.00	£6,000.00	£500.00	8.3%
44	Torrige CAB	£4,500.00	£0.00	£4,500.00	£500.00	11.1%
45	Up Close Theatre (Radio)	£6,600.00	£2,000.00	£4,950.00	£1,000.00	20.2%
46	1st Edgehill & Torrige Scout Group	£0.00	£0.00	£1,000.00	£500.00	50.0%
47	Bideford Film Society	£0.00	£0.00	£2,000.00	£500.00	25.0%
48	Bideford Blues & Appledore Junior Football Club	£0.00	£0.00	£8,000.00	£1,000.00	12.5%
49	Appledore Singers	£0.00	£0.00	£750.00	£250.00	33.3%
50	North Devon Record Office (South West Heritage Trust)	£0.00	£0.00	£4,000.00	£4,000.00	100.0%
51	Libraries Unlimited	£0.00	£0.00	£1,350.00	£500.00	37.0%
52	Transilience	£0.00	£0.00	£7,000.00	£0.00	0.0%
53	SW Event Management Solutions Christmas Frost Fair	£0.00	£0.00	£3,500.00	£0.00	0.0%
CONTINGENCY				£0.00	£0.00	0.0%
TOTAL:		£136,686.22	£60,000.00	£160,829.46	£53,000.00	33.0%
BUDGET			£65,000.00	£0.00	£55,000.00	
					£2,000.00	

RECOMMENDED: That the grant allocation of £53,000, as detailed in the above table with a contingency totalling £2,000, and making an overall total of £55,000 is agreed by Full Council. A further grant of £1,000 to the Atlantic Village Tourism Information Centre to be taken from the Tourism budget.

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

The Chairman thanked the members for their attendance and the meeting concluded at 19:04.

Signature of Town Mayor: Date:

Signature of Chairman: Date:



BIDEFORD TOWN COUNCIL - Accounts for approval at the Staffing, Finance & General Purpose Committee Meeting 20th February 2025

Number	(All)	▼
Total2	(All)	▼

Row	Date Entered	IT	PV	Description	Extended Description	Net	VAT	Gross
1	06/02/2025		(blank)	Amazon Prime	Prime Subscription	7.49	1.50	8.99
2	10/02/2025		BSTC41	Guild of Mace-Bearers	Subscription	10.00		10.00
3				Communicorp	Scroll	116.50	23.30	139.80
4	12/02/2025		(blank)	Garlands	Name Plate	6.70		6.70
5	13/02/2025		(blank)	Oxford Universities	Imaging Services-Manor Court	100.00	20.00	120.00
6	18/02/2025		(blank)	EDF	The Quay	48.84	2.44	51.28
7				E-On Next Energy Limited	Ranger Depot Electricity	171.51	34.30	205.81
8				Zaros Trading Ltd	Wood Chipper	2,086.67	417.33	2,504.00
9				Tudor Environmental	3 Off Sthil AP500S Batteries	551.82	110.36	662.18
10				The National Allotment Society	Annual Subscription	70.00	14.00	84.00
11				Devon County Council	Rent Adjustment 19/20/21	262.50		262.50
12				Royal British Legion Trading Ltd	Wreath	22.92	4.58	27.50
13	Grand Total					3,454.95	627.81	4,082.76

Bank Balances at	20/02/2025	- Current Account	£	65,671.56
Bank Balances at	20/02/2025	- Deposit Account	£	50,000.00



BIDEFORD TOWN COUNCIL

Minutes of the Market Management Committee

held in the Council Chamber of the Town Hall on,

Thursday 27 February 2025 at 6.30 pm

PRESENT:	North Ward:	Councillor D Bushby Councillor K Hind
	East Ward:	Councillor Mrs J Gubb Councillor Mrs L Hellyer Councillor J McKenzie (substitute for Councillor J Hellyer)
	South Ward	Councillor Ms R Clarke (Chairman)
	West Ward	Councillor C Hawkins
	Market Complex	Mrs K Austin
IN ATTENDANCE:		Mr R Coombes (Deputy Town Clerk) Ms A Jackson (Pretty Damn Fine Marketing)

85. **APOLOGIES FOR ABSENCE**

Members noted the Apologies received and reasons for absence from:

Councillor J Hellyer

86. **DECLARATIONS OF INTEREST AND ANY REQUESTS FOR DISPENSATION ON ITEMS ON THE AGENDA**

There were no declarations of interest.

87. **PUBLIC PARTICIPATION SESSION OF 15 MINUTES DURATION**

None.

88. **MINUTES**

Proposed by Councillor Mrs L Hellyer and seconded by Councillor Mrs Gubb, the Minutes

of the Meeting held on 16 January 2025 were approved and signed as a correct record.

(Vote – For: 7, Against: 0)

89. **ACCOUNTS**

It was proposed by Councillor Mrs L Hellyer and seconded by Councillor Ms Clarke, and

RESOLVED: That the lists of payments for 27 February 2025 be approved.

(Vote – For: 7, Against: 0)

90. **CHAIRMAN’S / MARKET ADMINISTRATOR’S REPORT**

The Chairman explained that she, accompanied by Councillor Bushby and the Town Clerk, had visited the Cheese and Grain Venue, Frome.

Councillors Ms Clarke and Bushby intimated that the facility had been repurposed from a market building to providing a multi-purpose event hall, meeting / training facility, hot-desk suite, recording studio and a café/bar.

They indicated that it benefited from its proximity to Glastonbury, hosting live shows including Paul McCartney and the Foo Fighters, while others, Cold Play, had practised there. They were on a “circuit,” that provided for mainstream groups, tribute acts and comedic performances.

The concreted floored Hall which does not have seating has a capacity of 800; three pop up bars are utilised.

The success had not been borne overnight, the gestation to the current point had taken twenty years, the journey saw the venture outgrow Frome Town Council’s resources leading to it being run by the CiC; the present turnover (monies are reinvested) having reached £2 million.

The councillors noted that the Café facility was thriving, a high standard offering including outside space, comfortable sofas and quality fare.

Members reflected on the Pannier Market’s lease terms, speculated on the implications of Unitary status and the ability to raise funding to develop the facility.

91. **WASTE REMOVAL**

The Clerk had previously circulated to members detail about the Central Government’s Simpler Recycling plan which aims to streamline and standardise recycling practices to make it easier to recycle more effectively.

He advised that whilst the Tenants’ Lease state, “the Lessee agrees...removal of Lessee's waste will be the responsibility of the Lessee,” tenants do use the Market waste bins. It was noted that some invoices had “spiked,” that the use of the bins was being abused.

Given that the Rangers can dispose of their detritus along with the Town’s works it was suggested that the contract is simply cancelled allowing for the Tenants to take full

responsibility for their waste.

Mrs Austin asked if Tenants could make a contribution to the Council / enter into an agreement to allow for the service to continue.

It was suggested that the facility could be withdrawn and the Tenants enter into an agreement that would see them responsible for the waste collection – bins taken out / returned.

Following further discussion Members agreed to defer the Item providing for Mrs Austin to counsel fellow tenants on agreeing a way forward; it was noted that some tenants create more waste than others.

It was proposed by Councillor Bushby, seconded, and

RESOLVED: That the Item be deferred until the next Meeting to be held on 10 April 2025.

(Vote – For: 6, Against: 1)

92. **TENANT / TRADER REPRESENTATIVE**

The Chairman invited Mrs Austin to address the Committee.

Mrs Austin thanked the Chairman and

- a. requested that the “Devon flags,” be returned to Butcher’s Row. Members expressed agreement.
- b. That the Rangers open and close the Market Hall on a Thursday, when the Café facility does not operate. Members, again expressed agreement, to allow for the Tenants to access the toilet and washroom facilities.

93. **PART II (CLOSED SESSION)**

Proposed by Councillor Bushby, seconded and

RESOLVED: To remain for Mrs Austin to take part in Agenda Item 11.

(Vote – For: 7, Against: 0)

Proposed by Councillor Hind, seconded and

RESOLVED: To exclude members of the public and the press to progress matters of a confidential nature under the Public Bodies (Admissions to Meetings Act) 1960 and Local Government Act 1972, ss 100 and 102.

(Vote – For: 7, Against: 0)

94. **CHAIRMAN’S REPORT**

There was no report.

95. **MARKETING AND DEVELOPMENT STRATEGY PRESENTATION**

Members had previously received their commissioned Marketing and Development Strategy Document produced by Pretty Damn Fine Marketing.

Notwithstanding the Part II conditions, Ms Jackson directed members to the Confidentiality Statement in terms of the sensitive strategic information limiting its use / access to the Committee and providing the opportunity to maximise the effectiveness of PR and marketing efforts at the agreed and appropriate time.

Councillor Mrs L Hellyer led members in expressing thanks to Ms Jackson for her considerable work and research in compiling the document.

Members discussed the document and the opportunity it presented, not least in securing financial opportunities.

Reflecting on the Cheese and Grain in the last ten years alone having seen their turnover rise from £190,000 to £2 million Ms Jackson espoused the right strategy, structure, people and promotion.

She noted that the Cheese and Grain ran Community offerings and events including children's clubs for free and at a loss, offset by the night time economy that allowed for inclusivity throughout the wider public.

The Clerk advised:

- Town Clerk had submitted an application to Central Government for £1.5m grant funding.
- Ninety per cent chance that the bid will be successful, and hopefully will be in possession of legal documentation within a week.
- Full structural report will be received from the Jonathan Rhind Architects – RIBA Stage II – tomorrow - funded by the AHF grant (applied for by the Town Clerk).

He suggested that with a successful conclusion Members should consider calling an EGM to study the report and resolve upon engaging works to bring the Market Hall up to a level that will provide for a functioning Community Events facility well into the future.

Councillor McKenzie expressed full support for the (Document) Strategy.

It was proposed by Councillor McKenzie seconded, and

RESOLVED: That Councillor Bushby be appointed “councillor champion,” for the transformation project that will benefit the whole community.

(Vote – For: 7, Against: 0)

It was proposed by Councillor Ms R Clarke seconded, and

RESOLVED: That the Market and Development Strategy Document be adopted.

(Vote – For: 7, Against: 0)

Councillor Bushby and Ms Jackson to arrange a follow up meeting to discuss the next steps.

(The Chairman thanked Ms Jackson and Mrs Austin for their contribution and directed them to leave iaw Part II.)

96. **TENANT / TRADER**

a. Terminations / Applications. Two applications had recently been submitted.

Members considered that one whilst fulfilling an important role was not an ideal fit for Butcher’s Row. The second more creative and not dissimilar to the current offer was not supported.

Members had received information for a TDC exciting initiative, “Launch Bideford” – an innovative partnership between Save The High Street, Torridge District Council, and Bideford Town Council, supported by a dynamic network of influencers and stakeholders across the district.

At least two businesses will win six months of free space in Butchers Row at Bideford Pannier Market, along with a comprehensive package of hands-on, expert support to ensure their success.

Members fully welcomed the initiative; successful applicants would receive support and the six months’ rent, for the Units, would be provided to the Council upfront. Given the poor interest in the vacant double unit Members gave full support.

b. Tenant matters.

Concerns had been raised regarding a number of tenants not committing to the core hours and some much less so.

Members agreed that Tenants are reminded of their commitment, that all benefit from the maximum attendance offer.

The internet provider switch was not made. BT can offer a much faster / wider more robust offer (at an increased cost) but would be a much better fit for the future (in line with the Strategy Document).

The current provider have been approached, in terms of best practise, to see if they too can provide something that is not simply slightly better and slightly cheaper but an offer that would meet our future needs.

The business of the meeting having been completed, the Chairman thanked the members for their attendance and the meeting concluded at 8.10 pm.

Signature of Town Mayor: Date:

Signature of Chairman: Date:



BIDEFORD TOWN COUNCIL - Accounts for approval at the Market Management Committee Meeting - 27 February 2025

Number	(All)						
Row	Date Entered	PV	Description	Extended Description	Net	VAT	Gross
1	01/10/2024	BSPM20	Triangle Networks Ltd	Broadband / line	61.33	12.27	73.60
2	14/10/2024	BSPM20	DCS Pest Ctrl (Cornwall) Ltd	Pest Control	120.00	0.00	120.00
3	31/10/2024	BSPM22	HBI Woodcocks	Outdoor Speaker	571.64	114.33	685.97
4		BSPM20	Jewson	Maintenance Items	29.64	5.93	35.57
5		BSPM21	Coastal Recycling	Waste removal	124.99		124.99
6		BSPM23	PPL/PCS	Music Licence	224.18	44.84	269.02
7	01/11/2024	BSPM22	TV Licence	(blank)	15.00		15.00
8			Mit recharge	TC staff costs	3,482.36		3,482.36
9	06/11/2024	BSPM22	South West Water	Water/Sewage	170.64		170.64
10	15/11/2024	(blank)	Poundbrietcher	Baubles	14.55	2.91	17.46
11		BSPM22	Vodafone Limited	Phone charges	26.49	5.30	31.79
12			South West Water	Unit 20	13.86		13.86
13			Karen Austin	Christmas Decorations	150.04		150.04
14		BSPM23	North Devon Christmas Trees	Tree	250.00		250.00
15	19/11/2024	(blank)	Poundbrietcher	Snow Spray	2.48	0.50	2.98
16			BU's Value House	Baubles	14.57	2.92	17.49
17		BSPM23	Lloyds	Service Charges	13.40		13.40
18	25/11/2024	BSPM23	Triangle Networks Ltd	Broadband / line	61.37	12.27	73.64
19	29/11/2024	BSPM23	Coastal Recycling	Waste removal	128.71		128.71
20	01/12/2024	BSPM23	TV Licence	(blank)	15.00		15.00
21			Mit recharge	TC staff costs	3,482.36		3,482.36
22	03/12/2024	BSPM27	Nicholson	PPE	324.60	64.92	389.52
23	11/12/2024	BSPM24	Vodafone Limited	Phone charges	26.49	5.30	31.79
24	12/12/2024	BSPM29	Ignite Ltd	Advertising	275.00	55.00	330.00
25	04/12/2024	BSPM27	West of England Fire Protection Service Limited	Annual Service	230.00	46.00	276.00
26	13/12/2024	BSPM25	Lloyds	Service Charges	8.50		8.50
27	18/12/2024	BSPM25	Zurich Insurance	Re-claim	(5,947.61)		(5,947.61)
28	19/12/2024	BSPM27	James Lee Electrical	Kitchen Hob Repair	140.06	28.01	168.07
29	06/12/2024	(blank)	West of England Fire Protection Service Limited	New Fire Extinguishers - Panier Mt to be TH	406.00	81.20	487.20
30		BSPM26	Triangle Networks Ltd	Broadband / line	61.33	12.27	73.60
31	31/12/2024	(blank)	Coastal Recycling Limited	Waste removal	(403.08)		(403.08)
32		BSPM26	Coastal Recycling Limited	Waste removal	96.24	19.25	115.49
33	03/01/2025	BSPM27	TV Licence	(blank)	15.00		15.00
34			Mit recharge	TC staff costs	3,482.36		3,482.36
35	10/01/2025	BSPM29	Mt H J Haywood	Keys	25.00		25.00
36			Janette Fisher	Security	400.00		400.00
37		BSPM32	Real Ideas Trading Limited	Report Stage Payment	1,810.00	362.00	2,172.00
38		BSPM31	Ashon Electrical Ltd	New Socket	53.18	10.64	63.82
39	13/01/2025	BSPM29	Vodafone Limited	Phone charges	26.49	5.30	31.79
40			Jonathan Rhind Architects	RIBA Survey Panier Market	775.00	155.00	930.00
41		BSPM32	Bideford Cobblers and Keys	Key cutting	50.00		50.00
42	16/01/2025	BSPM33	WELMCo Ltd	Hoisting Repair	822.00	164.40	986.40
43			DCS Pest Control (Cornwall) Limited	Pest Control	120.00	0.00	120.00
44	20/01/2025	BSPM30	Lloyds	Service Charges	10.56		10.56
45	24/01/2025	BSPM30	Zurich Insurance	Re-claim	(2,107.13)		(2,107.13)
46	21/01/2025	BSPM31	Triangle Networks Ltd	Broadband / line	61.44	12.29	73.73
47	06/12/2024	(blank)	Jonathan Rhind Architects	RIBA Survey Panier Market	2,880.00	576.00	3,456.00
48	31/01/2025	BSPM31	Coastal Recycling Limited	Waste removal	62.10	12.42	74.52
49	03/02/2025	BSPM32	TV Licence	(blank)	3,482.36		3,482.36
50			Mit recharge	TC staff costs	15.00		15.00
51	05/02/2025	(blank)	Torridge District Council	Buildings Insurance	3,480.95		3,480.95
52			Pest Control Supermarket.com Ltd	Rat Trap	49.86	9.99	59.85
53			Fort Products Ltd	Rat Poison	27.48	5.50	32.98
54		BSPM32	Torridge District Council	Repay Insurance 26 Butcher Row	238.01		238.01
55	12/02/2025	BSPM33	Vodafone Limited	Phone charges	26.49	5.30	31.79
56	14/02/2025	(blank)	Bideford Cobblers and Keys	Glass Door Keys	18.00		18.00
57			Janette Fisher	Security	200.00		200.00
58			Emcompass Security Solutions Limited	Alarm Service	316.67	63.33	380.00
59	18/02/2025	(blank)	Lloyds	Service Charges	11.96		11.96
60	Grand Total				20,544.93	2,298.87	22,843.80
Bank Balances at 20/02/2025 - Current Account				£	4,767.44		
Bank Balances at 20/02/2025 - Deposit Account				£	50,000.00		



BIDEFORD TOWN COUNCIL

Minutes of the Planning Committee Meeting

held in the Council Chamber, Town Hall, Bideford on

Wednesday 29 January 2025 at 6.30 pm.

PRESENT: South Ward: Councillor S Inch

North Ward: Councillor J Gordon
Councillor Mrs S Smith
Councillor K Hind (Sub for Cllr J McKenzie)

East Ward: Councillor Mrs L Hellyer

IN ATTENDANCE: Mrs Claire Parsons – Administration Assistant

83. APOLOGIES FOR ABSENCE

Valid reasons for absence were received from -
Councillor Ms R Clarke (South Ward)
Councillor J McKenzie (East Ward)

Councillor M Taylor – Did not attend.

84. DECLARATIONS OF INTEREST

Councillor S Inch declared a non-pecuniary interest on Item 7(c) – reason being that he is dual-hatted being a member of Torridge District Council.

85. PUBLIC PARTICIPATION SESSION

There were no members of the public in attendance.

86. MINUTES

The Minutes of the Meeting held on 8 January 2025 were approved and signed as a correct record.

Proposed by Councillor S Inch, seconded by Councillor Mrs L Hellyer, and

RESOLVED: That the Minutes are approved as a correct record.

(Vote – For: 4, Against: 0, Abstentions: 1)

87. **TO RECEIVE AND CONSIDER CORRESPONDENCE FROM FIRSTWAY ENERGY IN RESPECT OF PLANNING APPLICATION: ENERGY STORAGE SYSTEM AT GAMMATON BARTON, GAMMATON, EAST OF BIDEFORD, AND TO NOTE ANY ACTION:**

Members considered and discussed the correspondence received from Firstway Energy in respect of proposed planning application for Energy Storage System at Gammaton Barton.

Members noted the correspondence and asked for it to be recorded that they have concerns on the effect that this will have on the highways and local residents in the future, and that a highways plan will be required for when the application is received for consultation.

88. **TO RECEIVE AND CONSIDER ANY RESPONSE TO TDC'S CONSULTATION ON DRAFT HOUSING STRATEGY. CLOSING DATE 7 FEBRUARY 2025**

Members considered the correspondence received in respect of TDC's Consultation on the Draft Housing Strategy which closes on 7 February 2025. Members noted the contents and also agreed that Councillors would send individual responses via the website link or email address supplied, if they wished.

89. **PLANNING APPLICATIONS**

- a. Application No: 1/1087/2024/REMM. Reserved matters application pertaining to layout, scale, appearance, internal access and landscaping for the construction of 195 dwellings pursuant 1/1015/2014/OUTM. Land At Grid Reference 243539 126521, Abbotsham Road, Bideford, Devon. Applicant: c/o Agent, Bloor Homes, Address c/o Agent. Agent: Mr J Richards, Turley, Bristol, BS1 4QP. (Date received: 13 January 2025).

It was proposed by Councillor Mrs L Hellyer, seconded by Councillor K Hind, and

RESOLVED: That Members are in agreement to approve the application, subject to the following:

- The comments and advice from Natural England are taken into consideration.
- Members wished to emphasis the comments received from DCC Education in respect of the education obligations within the Section 106 Agreement still being applicable.
- That the advice and comments from DCC Designing Out Crime are taken into consideration
- The report from TDC Environment Protection is noted

Also, members have concerns over the lack of footpath provision along Abbotsham Road.

Members would also like the trees and hedgerows retained. Any tree planting should be saplings.

(Vote – For: 5, Against: 0, Abstentions: 0)

- b. Application No: 1/0033/2025/FUL. Retrospective application for single story rear extension. 24 Greenfield Close, Bideford, Devon, EX39 3RY. Applicant: Mr D Slee (same address). Agent: Mr P Hinton, Bideford, EX39 2RA. (Date received 17 January 2025).

It was proposed by Councillor S Inch, seconded by Councillor Mrs L Hellyer and

RESOLVED: That the application is approved.

(Vote – For: 3, Against: 0, Abstentions: 2)

- c. Application No: 1/0041/2025/LA. Renovation of existing garages to form a carport/garage for machinery. Torridge District Council, Victoria Park Nurseries, Park Lane, Bideford. Applicant: Estates Department, Torridge District Council, Riverbank House, Bideford, EX39 2QG. Agent: (None submitted). (Date received: 21 January 2025).

It was proposed by Councillor S Inch, seconded by Councillor K Hind, and

RESOLVED: That the application is approved.

(Vote – For: 5, Against: 0, Abstentions: 0)

90. **PLANNING AUTHORITY UPDATE**

The Chairman gave an update on planning application decisions received from TDC.

The business of the Meeting having been completed, the Chairman thanked the Members for their attendance and the Meeting concluded at 7.01 pm.

Signature of Town Mayor: Date:

Signature of Chairman: Date:



BIDEFORD TOWN COUNCIL

Minutes of the Planning Committee Meeting

held in the Council Chamber, Town Hall, Bideford on

Wednesday 19 February 2025 at 6.30 pm.

PRESENT:

South Ward:	Councillor S Inch Councillor R Clarke
North Ward:	Councillor Mrs S Smith
East Ward:	Councillor Mrs L Hellyer Councillor J McKenzie

IN ATTENDANCE: Mrs Claire Parsons – Administration Assistant

91. **APOLOGIES FOR ABSENCE**

Valid reasons for absence were received from

Councillor J Gordon (North Ward)

Councillor M Taylor - Did not attend.

92. **DECLARATIONS OF INTEREST**

There were no Declarations of Interest received.

93. **PUBLIC PARTICIPATION SESSION**

There were no members of the public in attendance.

94. **MINUTES**

The Minutes of the Meeting held on 29 January 2025 were approved and signed as a correct record.

Proposed by Councillor S Inch, seconded by Councillor Mrs L Hellyer, and

RESOLVED: That the Minutes were approved as a correct record.

(Vote – For: 5, Against: 0, Abstentions: 0)

95. **TO CONSIDER CORRESPONDENCE FROM TDC IN RESPECT OF XLINKS CONSULTATION “RELEVANT REPRESENTATIONS”, CLOSING DATE 13 MARCH 2025, AND WHETHER MEMBERS WISH TO MAKE A COLLECTIVE REPRESENTATION OR INDIVIDUALLY.**

Members discussed the correspondence received in respect of the XLinks Consultation. It was decided that the correspondence should be noted. The Chairman encouraged members to individually respond to the consultation via the link in the correspondence before the deadline date of 13 March 2025.

96. **PLANNING APPLICATIONS**

- a. Application No: 1/0026/2025/FUL.
Demolition of an existing porch at the rear of the existing property and the construction of a single storey extension.
104 Moreton Park Road, Bideford, EX39 3BB
Applicant: Mr R Harris (same address)
Date Received: 27 January 2025

It was proposed by Councillor Mrs L Hellyer, seconded by Councillor S Inch and

RESOLVED That: that the application is refused on the following:

- **The proposed extension is over imposing and overlooking on the neighbouring property.**

(Vote – For: 5, Against: 0, Abstentions: 0)

- b. Application No: 1/0084/2025/FUL
Construction and operation of a micro energy storage.
Land At Grid Reference 245185 125813, Ford Rise, Bideford.
Applicant: Ms A Falman, AMP Clean Energy
Date Received: 5 February 2025

It was proposed by Councillor Ms R Clarke, seconded by Councillor S Inch, and

RESOLVED: That the application is approved on the proviso the BS4142 assessment is acquired as stated in the Environmental Protection Team consultee comment.

(Vote – For: 5, Against: 0, Abstentions: 0)

- c. Application No: 1/0104/2025/FUL
Creation of an EV charging zone, substation, LV enclosures, 4 jet wash bays, and associated works.
Morrisons Petrol Station, Bideford, EX39 2LG
Applicant: c/o Agent, Motor Fuel Group, 10 Bricket Road, St Albans, AL1 3JX
Date Received: 12 February 2025

It was proposed by Councillor Mrs L Hellyer, seconded by Councillor S Inch, and

RESOLVED: That the application is approved.

(Vote – For: 5, Against: 0, Abstentions: 0)

97. **PLANNING AUTHORITY UPDATE**

The Chairman gave an update on planning application decisions received from TDC.

The business of the Meeting having been completed, the Chairman thanked the Members for their attendance and the Meeting concluded at 6.47 pm.

Signature of Town Mayor: Date:

Signature of Chairman: Date:



BIDEFORD TOWN COUNCIL

Minutes of the Tourism Committee Meeting

held in the Council Chamber, Town Hall

Tuesday 4th March 2024 at 6.00 pm

PRESENT: East Ward: Councillor Mrs J Gubb (Chairman)
North Ward: Councillor D Bushby
South Ward: Councillor Mrs R Clarke
West Ward: Councillor C Hawkins

IN ATTENDANCE: Mr P Swan, Town Clerk

060 TO RECEIVE APOLOGIES AND REASONS FOR ABSENCE

Members noted the apologies received and reasons for absence from:

Councillor	P	Lawrence
Councillor	K	Hind

No apologies and reasons for absence were received from:

Councillor	J	Gordon
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061 TO RECEIVE DECLARATIONS OF INTEREST ON ITEMS ON THE AGENDA

Councillor Mrs. J. Gubb declared a non-pecuniary interest on item 5 & 6 in the event as a result of a relative providing services.

062 PUBLIC PARTICIPATION SESSION

There were no members of the public present.

062 **MINUTES**

Proposed by Councillor Ms R Clarke and seconded by Councillor Hawkins that the minutes of the meeting held on 21st January 2025 were approved and signed as a correct record.

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

063 **TO UPDATE ON VE DAY**

Members reviewed the progress made. Councillor Mrs J Gubb confirmed the singer was booked and requested that an advert was produced by the Council officers.

064 **TO UPDATE ON OTHER EVENTS 2025 (BIDEFORD FAIR / BGT / CHUDLIEGH PICNIC)**

Bideford Fair – Meeting between Councillor Mrs J Gubb and SWEM held and progress made.

BGT – Councillor Mrs J Gubb advised auditions to be held 18th July Main event 25th July.

Chudleigh Picnic – Councillor Bushby to contact Hockings to book ice creams and Lee Barker for catering arrangements.

065 The business of the meeting having been completed, the Chairman thanked the members for their attendance, and the meeting concluded at 18:34.

Signature of Town Mayor:Date:

Signature of Chairman:Date:



BIDEFORD TOWN COUNCIL

Minutes of the Decarbonisation and Environment Committee Meeting

held in the Council Chamber,

on Wednesday 12 February 2025 at 6.30 pm

PRESENT: East Ward: Councillor Mrs R Clarke (Mayor)
Councillor J Mc Kenzie
Councillor Mrs J Gubb

North Ward: Councillor J Gordon (Chairman)

South Ward
IN ATTENDANCE: Mr P Swan (Town Clerk)

31 APOLOGIES FOR ABSENCE

Members noted the apologies received and reasons for absence from:

Councillor K Hind

No apologies and reasons for absence were received from:

Councillor S Smith
Councillor J Craigie

32 DECLARATIONS OF INTEREST ON ITEMS ON THE AGENDA

There were no Declarations of Interest.

33 PUBLIC PARTICIPATION PERIOD

No members of the public present.

34 MINUTES

The Minutes of the Meeting held on 4th December 2024 were approved and signed as a correct record.

It was proposed by Councillor McKenzie, seconded by Councillor Clarke and

RECOMMENDED TO FULL COUNCIL: The Minutes of the Decarbonisation and Environment Committee meeting held on the 4th December 2024 were approved and signed as a correct record.

(Vote – For: 4; Against: 0; Abstention 0)

35 **CLIMATE PLAN**

The members reviewed the climate plan proposal and discussed future EV requirements and wild seeding practicalities.

Councillor Gordon emphasised that fact that the Carbon Plan was a dynamic document subject to change and evolution as the environment changes and new technologies become available.

It was proposed by Councillor McKenzie, seconded by Councillor Clarke and

RECOMMENDED TO FULL COUNCIL: Town climate plan be submitted to full council.

(Vote – For: 4; Against: 0; Abstention 0)

36 **GREEN GRANTS**

The members reviewed the Green Grant proposal.

Discussion was held around adopting the Staffing, Finance and General Purpose Committee Grant model for this purpose and allow the grants to be processed throughout the year.

It was proposed by Councillor Clarke, seconded by Councillor Mrs J Gubb and

RECOMMENDED TO FULL COUNCIL: The green Grant scheme be adopted by full council.

(Vote – For: 4; Against: 0; Abstention 0)

37 **WILD SEEDING**

The members reviewed the Wild Seeding proposal. It was agreed that locations would be agreed by the Chair by the end of February 2025.

38 **NEXT MEETING**

The date of the next meeting was agreed to be at the discretion of the Chair.

The Chairman thanked the Members for their attendance and support. He concluded the Meeting at 18:56

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

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



Bideford and River Torridge Heritage Harbour

Michael Teare

Bideford Town Council 06/03/25



BIDEFORD & RIVER TORRIDGE

HERITAGE HARBOUR



One of 10 ports and 4 inland ports in UK

In the South West:

- Exeter
- Bristol
- Bideford and R Torridge
- Gloucester

What does it mean?

- Recognition - no legal status
- No pot of money

What do we do?

- Promote heritage visits
- Register heritage assets



<https://maritimeheritage.org.uk/heritage-harbours/location-map>

BIDEFORD & RIVER TORRIDGE

HERITAGE HARBOUR



Appledore > Bideford > Sea Lock > Rosemoor

Year One

www.barthh.org

Self guided walk maps

River Torridge Heritage Group

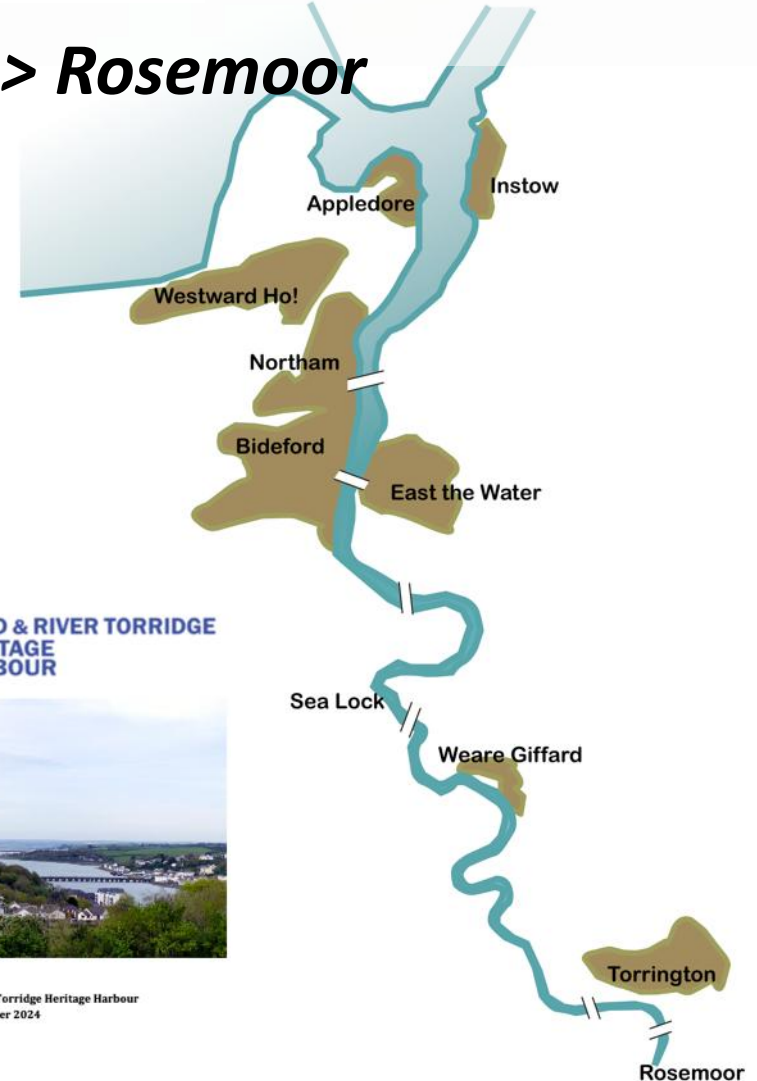
Prospectus



BIDEFORD & RIVER TORRIDGE
HERITAGE
HARBOUR



Bideford and River Torridge Heritage Harbour
Prospectus September 2024





BIDEFORD & RIVER TORRIDGE HERITAGE HARBOUR



Appledore > Bideford > Sea Lock > Rosemoor

Future Plans

Bideford Fair and Waverley 7 June

'We are heritage' audio and podcast

Heritage Open Days – Celebrate Heritage

Asset Register

Phone Box



BIDEFORD & RIVER TORRIDGE

HERITAGE HARBOUR



Partnering



Bideford Town Council

CHARLES KINGSLEY'S 'LITTLE WHITE TOWN'

Taw Torridge Estuary Forum



BIDEFORD & RIVER TORRIDGE



Partnering



Shaped by the tides, united by heritage

BIDEFORD & RIVER TORRIDGE

Celebrating our heritage
harbour status, awarded 2024

The Port of Bideford is a living testament to its maritime
legacy. Join us in preserving the past and shaping the future.



In 1586, Sir William Drake captured a Spanish
Galleon and brought the treasure prize to Bideford.
Large quantities of treasure were stored in the town.



The oldest known map of the Port of Bideford
shows the town and the river. The map is dated
1600 and is the only one of its kind.



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BIDEFORD & RIVER TORRIDGE
HERITAGE
HARBOUR



Discover more about
Bideford's maritime legacy:
barth.org



Warranted by Royal Warrant



Bideford Town Council

CHARLES KINGSLEY'S "LITTLE WHITE TOWN"

BIDEFORD & RIVER TORRIDGE



HERITAGE HARBOUR

Background

Bideford & River Torridge became a Heritage Harbour in January 2024. It is one of 14 Heritage Harbours and Inland Ports recognised in the UK.

Bideford & River Torridge Heritage Harbour incorporates the historically navigable extent of the waterway; from Appledore at the estuary mouth, through Bideford to the Sea Lock of the Rolle Canal at Landcross, and on to the canal basin in Rosemoor RHS Garden, Torrington.

The role of Heritage Harbours is to promote awareness and interest in local maritime heritage. Bideford & River Torridge Heritage Harbour (BARTH) is supported by the River Torridge Heritage Group (RTHG), a partnership of heritage organisations from along the River Torridge, representing 2000 members and 200 active volunteers.

Approaching the first anniversary of Heritage Harbour, a prospectus has been published to: review progress, outline future plans, and explore partnerships with stakeholders including District and Town Councils.

Our future and past are bound up with the maritime environment. Celebrating and raising awareness of local heritage benefit Bideford and Torridge by:

- contributing to the distinctiveness of our Place Story
- attracting visitors into town centres and supporting economic development
- encouraging engagement and sense of belonging within the community
- inspiring new projects, opportunities, innovations, creativity, and investment.

Achievements in year 1 include:

- Launch: local radio, TV, newspaper, website www.barthh.org, North Devon Journal column, walks and talks to local groups
- Two leaflets published, available in Tourist Information and other outlets:
 - 'Walk the Quays' – a self-guided walk map of the maritime heritage in Bideford (this complements the 'Walk the Wharves' East-the-Water map).
 - 'Visit, Explore & Discover' – a map/brochure of maritime and industrial heritage sites and organisations along the Torridge
- Engagement: River Torridge Heritage Group (RTHG) includes councillors from Torridge DC, and Bideford, Northam, and Torrington Town Councils
- Working with Bideford Town Clerk a Heritage Harbour information panel has been installed on the Harbour Office wall on Bideford Quay.

Future Plans include:

Heritage Open Days: Celebration of Heritage 13-14 September

Ten organisations have already agreed to open buildings or run events including: Bideford Railway Heritage Centre, Freshspring, Burton, Bideford Library, Appledore Maritime Heritage Trust, Rolle Canal, Tarka Valley Railway, Bideford and District Community Archive, Bideford Bridge Trust, Way of the Wharves.

The events will be promoted locally and through the national Heritage Open Days site

Walk the Quays audio trail QR codes

Complementing the self-guided heritage maps, a series of QR codes linking to short audio clips with more detailed information will be created. A professional storyteller will be engaged for this project, involving youth groups in Bideford and Torrington.

Ship Information Panels

The Quay is a magnet for local community and visitors, people walk along watching the river and looking at the boats. Information panels for all the ships regularly moored along the Quay and Landivisiau Walk, with their history will make this more engaging.

Paddle steamer *Waverley* visits 2025

The 2024 visits by *Waverley* to Bideford, the first for 40 years, generated enormous public interest and enthusiasm. Heritage Harbour walk maps were handed out to all landing passengers. *Waverley* will be in Bideford afternoon Saturday 7 June, coinciding with Bideford Fair. A programme is being developed to make the most of this visit.

Database and Asset Register

The vision is to create a database of historical and current information, publicly available and searchable as an on-line resource. A Masters Student from UWE, Bristol has started on this project. The large archive of images and information left by the late Peter Christie should be incorporated as the "Peter Christie Collection" - a fitting and lasting tribute to someone who did so much for local heritage.

Phone box museum and audio archive

Way of the Wharves acquired the phone box in Torrington Street (next to Bethel Chapel) when decommissioned by BT. The phone box is too close to the road and covered in mud and dirt from passing vehicles. Planning permission has now been granted to move it to the station. Co-located with Bideford Railway Heritage Centre it will be refurbished to create a mini museum and audio archive.

For more details see:

Bideford & River Torridge Heritage Harbour www.barthh.org

Full prospectus available to read / download: <https://barthh.org/wp-content/uploads/2025/02/barthh-prospectus-final-oct-24-compressed.pdf>

More about heritage harbours in UK: https://barthh.org/wp-content/uploads/2025/01/heritage-harbours-uk-m-teare2024_compress.pdf

Landivisiau Twinning Association itinerary:

Landivisiau Members arrive 30 May, Bideford Town Council to host morning of 31 May 25.

Last year successfully held at Town Hall, light refreshments. Town Band have been invited to play – tbc.

Bideford Members travel to France, 22 August 25, Mayor / Mayoress to note.

From: Ro Day <ro@chapplesfarm.co.uk>
 Date: 9 October 2024 at 17:21:10 BST
 To: Ro Day <ro@chapplesfarm.co.uk>
 Subject: Twinning fun dates

aprilHi everyone,

Well wasn't it a great trip to France with lots of group get togethers and Sunday afternoon in Guy and Corinne's garden and even the weather was generally OK. Well the committee has met and we have a few dates for all our enjoyment during the next few months. If anyone has some good ideas for social or fundraising events please let us know, we would love to have some new ideas.

1. November 16 th 2025	7.30pm	Wine tasting	The home of Jane and Patrick Kivlin, 28 Abbotsham Rd, Bideford	Price to be advised
2. January 11 th	7.30pm	Winter Party	The home of Helen and Richard, 12 College Green, Bideford.	£15 per person Numbers limited
3. Feb/March}	10.30-12.00	Intro to Twinning	Date and venue to be confirmed. Saturday am to encourage	
4. Feb/March}	12.00-1.00pm	AGM	new members.	
5. March/April	6.30 for 7.00pm	Quiz	Fund raising event with teams of 5, please get friends to make up a team.	
6. 30 th May	Approx 11.00pm	French arrive	French twinning in Bideford for 2025	
7. 2 nd June	Approx 6.00pm	French depart		
8. 22 nd Aug		English visit to France		
9. 25 th Aug		English return from France		

Please contact me asap if you wish to attend either the winter party or the wine tasting.

Cheers

Ro

Report for Bideford Town Council from County Cllr. Linda Hellyer
March 2025

Devon County Council (DCC) voted in the budget on the 20th February. We have been given the lowest settlement out of all 21 County Councils. It was announced in December that the government had scrapped the rural services grant which was worth £10million to DCC. Despite this DCC has managed to put together a balanced budget. More money is being allocated to Adult social care and Childrens services, The government is giving DCC an extra £83million plus for highways for road repairs . An extra £4 million is being taken out of reserves for road repairs.

The rural services grant has been replaced with a grant for areas of high social deprivation and Devon has not qualified for any of that money as we are not recognised as having areas of high social deprivation or rural poverty.

We do have extra costs as a large rural county e.g. We have over 8,000 miles of highway, our social workers often must travel quite a way to make home visits, and our school transport bill is £51million.

DCC must give the government our thoughts as to how Devon can become a Unitary authority by March 21st. We will be having an extra full council meeting on March 20th to discuss and vote on this.

The consultation on XLinks ends on March 13th. I am on a committee called Development and Management which is Planning for things that are not houses e.g. schools, highways, recycling centres etc.

Because XLinks has been declared a nationally significant project, neither DCC or TDC can give or deny planning committee. That decision will be made by the Secretary of State. We can however feed back local concerns. At DCC this is being done via the Development and Management committee.

XLinks tell us that they will have 400 staff. All the staff will report to a main car park round the top of Manteo Way/Gammaton road. They think that this will translate as about 300 cars a day. Some may choose to walk, cycle or car share. To mitigate transport congestion, they say the staff will work 12hour shifts, 7am-7pm and will not be allowed to leave work early. They will be bussed from the main carpark/compound to the various places of work.

XLinks will be building haul roads across the fields and estimate 105 HGV movements a day. Obviously, they are not going to beam themselves up onto the haul fields, and may well be taking earth away.

At some point some large pieces of equipment will come along Bideford Quay, but we are told that this will be at night with a Police escort.

There will be various compounds around the area. One will be as you go out of Bideford towards Landcross, near the Littleham turning. That is where the cables will go under the river Torridge up to the top of East the water. The

cables will go under the Tarka trail, but it is not expected that will cause too much disruption.

Anyone with any concerns can feed them back via myself, TDC or direct to XLinks before March 13th.

Please continue to report any issues on the DCC report a problem page or by telephoning the customer service desk on 0345 155 1004

I am always happy for residents to contact me.

Linda.hellyer@devon.gov.uk

Telephone 07828758360