

BIDEFORD TOWN COUNCIL



Janine Gardner
Town Clerk and Responsible Financial Officer

Riverbank House
Bideford
Devon
EX39 2HS

Telephone:
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Thursday, 11 June 2026

To: Members of the full Council

You are hereby summoned to attend the following meeting:

Meeting: Town Council

Meeting Date: Thursday, 18 June 2026

Meeting Time: 6:30pm

Venue: Greenhouse, Riverbank House, Bideford EX39 2QG

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.

J Gardner
Clerk to the Council

AGENDA

1. Apologies for Absence

To receive apologies and reasons for absence.

2. Declarations of Interest and Dispensations

To receive declarations of interest on items on the agenda and note any requests for dispensation received by the Clerk prior to the meeting.

3. Public Participation

Public participation session of 15 minutes duration on items on the agenda.

4. Minutes of the Previous Meeting

To approve the minutes of the meeting held on 21 May 2026 as a correct record.

5. Items Brought Forward by the Chair

6. Devon and Cornwall Police

To receive an update from Devon and Cornwall Police.

7. Annual Governance and Accountability Return

a) Report by the Internal Auditor

To consider and note the report by the Council's internal auditor covering the 2025-26 financial year.

b) Section 1 – Governance Statement

To approve the assertions in Section 1 of the AGAR.

c) Section 2 – Statement of Accounts 2025-26

To approve the Accounting Statements set out in Section 2 of the AGAR.

d) Period for the Exercise of Electors' Rights

The period for the exercise of public rights is the period during which the accounting records for the financial year to which the audit relates and all books, deeds, contracts, bills, vouchers, receipts and other documents relating to those records must be made available for inspection by any person interested. The period lasts for 30 working days set by the smaller authority and must include the first 10 working days of July.

To agree the period for the exercise of public rights from Monday, 29 June 2026 until Friday, 7 August 2026.

8. Maintenance of Defibrillators

To consider the attached report.

9. Live Streaming of Council Meetings

To consider the attached report.

10. Youth Council

To consider the attached report.

11. Committee Minutes

To adopt the minutes of the Amenities Committee on 28 May 2026.

12. Committee Memberships

To appoint councillors to serve on Committees and Working Groups resolved upon under the previous agenda item, and to appoint the chairmen of the Committees/Working Groups.

13. List of Payments

To approve the list of payments.

Part II (Closed Session)

14. Exclusion of the Press and Public

To resolve 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.

15. Pannier Market

a) Construction Contract

To enter into a Joint Contracts Tribunal (JCT) contract governing the refurbishment works at the Pannier Market which has to be signed as a deed in accordance with the Council's Standing Order 23 as follows:

Execution and Sealing of Legal Deeds

a) A legal deed shall not be executed on behalf of the Council unless authorised by a resolution.

b) Subject to standing order 23(a), any two councillors may sign, on behalf of the Council, any deed required by law and the Proper Officer shall witness their signatures.

b) Refurbishment

To consider a report appraising options to potentially bridge the funding gap for the Pannier Market refurbishment works.

16. Trust Port

To receive an update by Cllr Ken Hind.

17. Mayor's Robe

To consider a report recommending the purchase of a replacement robe for the Mayor.

Date of Next Meeting: 30 July 2026