

BIDEFORD TOWN COUNCIL



Riverbank House
Bideford
Devon
EX39 2QG

Telephone:
Bideford (01237) 428817/8

Janine Gardner
Town Clerk and Responsible Financial Officer

Thursday 12 March 2026

To: Members of the Council

You are hereby summoned to attend a meeting of **Bideford Town Council** to be held in Greenhouse, Torridge District Council, Riverbank House, Bideford EX39 2QG on **Thursday 19 March 2026 at 6:30pm** 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. 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 22 January 2026 as a correct record. Enc
5. Accounts - To approve the payments listed. Enc
6. To receive a report from the Devon County Councillor for Bideford West and Hartland, Cllr Robin Julian, on issues within the parish.
7. To receive such communications which the Town Mayor / Clerk may wish to lay before the Council.
8. Planning Committee –
 - a. To approve and adopt the minutes of the meetings held on 28 January 2026. Enc
 - b. To approve and adopt the minutes of the meetings held on 18 February 2026. Enc
 - c. To approve and adopt the minutes of the meetings held on 11 March 2026. To follow

9. Staffing, Finance and General Purposed Committee –
 - a. To approve and adopt the minutes of the meetings held on 19 February 2026. Enc
N.B. By adopting these minutes, the Council approves the grants awarded to external organisations.
 - b. To approve and adopt the minutes of the meetings held on 26 February 2026. Enc
N.B. By adopting these minutes, the Council adopts its Risk Management Policy and Risk Register in accordance with the Council’s Financial Regulation 2.2.
10. Market Management Committee –
 - a. To approve and adopt the minutes of the meeting held on 29 January 2026. Enc
 - b. To approve and adopt the minutes of the meetings held on 12 March 2026. Enc
11. Tourism Committee –
 - a. To approve and adopt the minutes of the meeting held on 3 February 2026. Enc
 - b. To approve and adopt the minutes of the meeting held on and 17 March 2026. To Follow
12. Decarbonisation and Environment Committee Enc
 To approve and adopt the minutes of the meeting held on 9 March 2026.
13. Notice of Motion – Councillor K Hind: Enc
 “To elect three Town Councillors to form a Working Group to consider the acquisition of Torridge District Council assets and their viability after Local Government Reform and report back to Full Council.”
14. Appointment of Bank Signatories – To review and determine the bank mandate for all Council bank accounts in accordance with the Council’s Financial Regulations 1.7 and 7.1.
15. Payments made by BACS or CHAPS – To approve payments being made by BACS or CHAPS provided that each payment is approved online by two authorised bank signatories, and evidence of this is retained in accordance with the Council’s Financial Regulation 7.9.
16. IT Policy – To approve and adopt a national model IT policy provided by the National Association of Local Councils (NALC) which is required in order to meet governance requirements set out in paragraph 1.54 of the proper practices. Compliance with this requirement is tested under Assertion 10 of the Annual Governance Statement (Section 1 of the Annual Governance and Accountability Return). Enc
17. Devon, Plymouth and Torbay: Local government reorganisation consultation – To approve and submit a response to the [government’s consultation on local government reorganisation in Devon, Plymouth and Torbay](#) Enc
18. Torridge District Council – To receive an update on Torridge District Council activities.

19. Bideford Bridge Trust – To receive an update on Bridge Trust activities by one of the Trustees.
20. To note and consider an invitation from the Chairman of Marland School to appoint one or two Bideford Town Councillors to join the Bideford Marland Schools Board of Governors.

Enc

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

22. **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.**

23. Letter to Historic England – To approve signing a letter to Historic England regarding the regeneration of the Town.

Email

Reflective silence will be held by Jacqui Poole of the Quakers at 6:20pm prior to the Town Council meeting. Councillors are invited to participate if they wish.

Date of next Meeting: Thursday 7 May 2026 at 6:30pm