



BIDEFORD TOWN COUNCIL

Minutes of the Staffing, Finance & General Purposes Committee

held in the Council Chamber of the Town Hall on,

Thursday 19 February 2026 at 6.30 pm

PRESENT:	North Ward:	Councillor D Bushby (Chairman) Councillor K Hind
	East Ward:	Councillor Mrs J Gubb Councillor J McKenzie Councillor J Hellyer
	South Ward	Councillor S Inch Councillor P Lawrence (Mayor)
	West Ward	Councillor C Hawkins (sub - Councillor Mrs L Hellyer)
IN ATTENDANCE:		Mrs J Gardner (Town Clerk) Mr R Coombes (Deputy Town Clerk)
		1 x Member of the Public

94. **APOLOGIES FOR ABSENCE**

Members noted the Apologies received and reasons for absence from Councillor Mrs L Hellyer (East Ward – personal).

Councillor McGeough (North Ward) was absent, no apologies were received by the Clerk.

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

Councillor Mrs J Gubb disclosed pecuniary interest in Agenda Items: 7.4. (Bike Show – engaged by organisers) and 7.37. (No 1 Bideford OAPs – engaged by organisation).

Councillor Mrs J Gubb disclosed non-pecuniary interests in Agenda Items: 7.10. (Massed Pipes and Drums – Committee Member), 7.16. (Bideford Youth Pipe Band – Committee Member), 7.40. (Regatta – Committee Member) and 7.41. (Bideford Carnival – Chairman).

Councillor Hind disclosed a non-pecuniary interest in Agenda Items: 7.14. (Bideford Rotary – Committee Member).

Councillor S Inch disclosed non-pecuniary interests in Agenda Items: 7.10. (Massed Pipes and Drums – Committee Member), 7.40. (Regatta – Committee Member) and 7.41. (Bideford Carnival – Committee Member).

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

A Member of the Public spoke about the Massed Pipe Bands, its evolution, impact of COVID-19 in terms of financial support streams, cost challenges, increased popularity and importance within the Bideford Town Events calendar.

97. **MINUTES**

Proposed by Councillor S Inch and seconded by Councillor Lawrence, the Minutes of the Meeting held on 15 January 2026 were approved and signed as a correct record.

(Vote – For: 7 Against: 0, Abstention: 1)

98. **ITEMS BROUGHT FORWARD BY THE CHAIRMAN**

There were none.

99. **ACCOUNTS**

It was proposed by Councillor Lawrence and seconded by Councillor Hellyer, and

RESOLVED: That the lists of payments for 19 February 2026 be approved.

(Vote – For: 8, Against: 0)

100. **GRANTS TO LOCAL ORGANISATIONS 2026/27**

Members considered each application received and made recommendations to Full Council for the award of grants from 1 April 2026, as detailed in the table below.

The Chairman led Members to vote “en bloc,” with those having declared interests abstaining.

Grant Award Summary 2026/2027		
	<u>Receipient</u>	<u>Amount Awarded</u>
1	1st Woolseery Scout Group	£ 200.00
2	Abbotsham and Alwington Preschool	£ 500.00
3	Bid & Dist Cty Archive	£ 200.00
4	Bideford Bike Show	£ 1,500.00
5	BABC	£ 1,000.00
6	Bideford Gardeners Club	£ 250.00
7	Bideford Keyboard and Organ Cub	£ 250.00
8	Bideford Library	£ 1,000.00
9	Bideford Littleham and Westward Ho Cricket Club	£ 895.00
10	Bideford Massed Pipes and Drums	£ 3,000.00
11	Bideford Phoenix Morris	£ 100.00
12	Bideford Pride	£ 100.00
13	Bideford Railway Heritage Centre	£ 1,000.00
14	Bideford Rotary	£ 1,000.00
15	Bideford Rugby Club	£ 2,000.00
16	Bideford Youth Pipe Band	£ 2,000.00
17	Burton at Bideford	£ 1,000.00
18	CAB	£ 1,000.00
19	Christians against Poverty	£ 500.00
20	Bideford Town Band	£ 3,000.00
21	Rainbo Music Trust (Bid Christmas Lights Switch On)	£ 12,000.00
22	SWEMS CiC	£ 1,500.00
23	Surviving Abuse Northern Devon CiC (SAND)	£ 200.00
24	Soap Box Derby	£ 1,500.00
25	St Mary's Hall	£ 250.00
26	SW Heritage Trust (North Devon Record Office)	£ 4,000.00
27	Tarka Child Contact Centre	£ 500.00
28	Torrige Growing Together CiC	£ 250.00
29	TTVS	£ 500.00
30	Yoga Community Project	£ 250.00
31	Torrige Male Voice Choir - did not specify amount wanted - any...	£ 200.00
32	North Devon Display Gymnastic Club	£ 750.00
33	BARC	£ 2,000.00
34	Bideford Film Society	£ -
35	Bideford Music Club	£ 350.00
36	Bideford Twinning Assoc	£ 2,000.00
37	Bideford OAP No 1 Branch	£ 500.00
38	Bideford AFC Women	£ 290.00
39	Next Steps Tutors CiC	£ 500.00
40	Bideford Regatta	£ 1,000.00
41	Bideford Carnival	£ 3,000.00
42	Up Close Theatre	£ 1,500.00
43	Fresh Spring	£ 590.00
Contingency		£ 875.00
Total Requested / Allocated		£ 54,125.00

Proposed by Councillor Bushby, seconded by Councillor Lawrence and

RECOMMENDED: That the grant allocation of £54,125.00 as detailed in the above table with a contingency totalling £875.00 making an overall total of £55,000.00 is

agreed by Full Council.

(Vote – For: 4, Against: 1, Abstention: 3)

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

Proposed by Councillor Mrs Gubb, 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: 8, Against: 0)

102. **MARKET PROJECT**

a. **Update.**

Councillor Hind spoke generally about the Project, stakeholders and formal Tender appointment of the Project Manager, Quantity Surveyor and Structural Engineer.

b. **Engagement of Project Officers**

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

RESOLVED: To accept the tenders from the Architects and formally appoint:

- a. **Project Manager**
- b. **Quantity Surveyor**
- c. **Structural Engineer.**

(Vote – For: 8, Against: 0)

Councillor Lawrence indicated that the Town Clerk would now be the main point of contact for the Project.

The Chairman lead a vote of thanks for Councillors Lawrence and Hind for stepping in and facilitating the Project development enabling it to move forward.

c. **Funds Transfer to Market Account for Project Attributable Costs.**

Members discussed the payment to date of the architect and surveyors fees on the general Market accounting.

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

RESOLVED: To transfer Council funds for professional fees to the Market Account, attributable to the Project and those to be subsequently claimed against the Central Government allotted Project Fund.

(Vote – For: 8, Against: 0)

Councillor Hind advised that the Chief Executive of Torridge District Council had intimated that “forward funding” was available to meet Project costs preferable to claiming subsequent to expenditure.

103. **STAFFING MATTERS**

Councillor Hind indicated that dates had been set for a (staff) hearing.

The business of the meeting having been completed, the Chairman thanked the members for their attendance and the meeting concluded at 7.30 pm.

Signature of Town Mayor: Date:

Signature of Chairman: Date:

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Row	Date Entered	Description	Extended Description	Net	VAT	Gross
1	27/01/2026	Clarity Copiers	Copier Charges	17.04	3.41	20.45
2		EDF	Bridge Lights	31.75	1.59	33.34
3			Xmas Lights - 74a	122.95	6.15	129.10
4			Xmas Lights - 14a	28.23	1.41	29.64
5		Garlands	Christmas Lights - Electricity usage	54.45		54.45
6		Guild of Mace-Bearers	R Dymond Macebearer Ann sub	10.00		10.00
7		E-On Next Energy Limited	Town Ranger Depot Elec.	217.10	10.86	227.96
8		Living Wage Foundation	Annual subscription	71.00	14.20	85.20
9		Tudor Enviornmenal	Water control flex timer / PVC pipe	114.99	23.00	137.99
10	30/01/2026	Lloyds	Service Charges	8.88	0.00	8.88
11		Focus Group	TR Depot / Townhall Broadband	102.72	20.54	123.26
12	31/01/2026	Allstar	Fuel March	156.27	31.26	187.53
13		RGB	Maintenance Items March	277.99	55.60	333.59
14		Tamar Trading	Maintenance Items March	883.10	176.62	1,059.72
15		Bowdens Cleaning Services Limited	Cleaning March	69.33	13.87	83.20
16	04/02/2026	Andrew Symons Ltd	New Ferris Walk Behind Mower	9,500.00	1,900.00	11,400.00
17			Old Ferris Walk Behind Mower	(1,500.00)	0.00	(1,500.00)
18		Torridge District Council	T Hall Offices rent	315.31	63.06	378.37
19			T Hall Offices Service Charge	223.48	44.69	268.17
20			Town Ranger Depot Rates	1,338.33	267.67	1,606.00
21		Lineal	Licenses	163.22	32.64	195.86
22		Richard Coombes	Myr / Clk Connectivity Forum Hlswrthy mileage	41.00	0.00	41.00
Grand Total				12,247.14	2,666.57	14,913.71
Bank Balances at		12/02/2026	- Current Account	£ 16,356.95		
Bank Balances at		12/02/2026	- Deposit Account	£ 110,000.00		
Bank Balances at		12/02/2026	- 95 Day Account	£ 332,766.62		