



BIDEFORD TOWN COUNCIL

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

Thursday 3 September 2025 at 6.30 pm

PRESENT:	North Ward:	Councillor D Bushby Councillor J Gordon Councillor K Hind Councillor D McGeough Councillor Mrs S Smith
	South Ward:	Councillor S Inch Councillor Ms R Clarke Councillor P Lawrence (Chairman)
	West Ward:	Councillor A T Inch Councillor C Hawkins Councillor M Taylor
	East Ward:	Councillor Mrs J Gubb Councillor J Hellyer Councillor Mrs L Hellyer Councillor J A McKenzie

IN ATTENDANCE: Mr R D Coombes (Deputy Town Clerk)

56. APOLOGIES FOR ABSENCE

Members noted that no apologies nor reasons for absence were received from Councillor J Craigie (East Ward).

57. DECLARATIONS OF INTEREST ON ITEMS ON THE AGENDA

There were no Declarations.

58. PUBLIC PARTICIPATION SESSION

There were no Public Members in attendance.

59. **MINUTES**

Councillor T Inch advised that Minute No. 54 had been proposed by Councillor S Inch and not by himself. The Clerk will correct the Minutes.

The Minutes of the Meeting held on 21 August 2025 were approved and signed as a correct record.

(Vote – For: 14, Against: 0, Abstention: 1)

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

Proposed by Councillor Lawrence, 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: 15, Against: 0)

61. **STAFFING MATTERS**

The Mayor provided Members with the Town Clerk’s resignation letter.

Discussion followed including the terms and intention within the resignation letter, the need to engage a solicitor specialising in Employment Law, potential costs including agreeing an initial budget, the process of identifying and engaging a successor.

Proposed by Councillor Lawrence, seconded and

RESOLVED:

- a. **To engage Wollens Solicitors, Barnstaple to act on behalf of the Bideford Town Council.**
- b. **To agree an initial budget of £25,000.00.**
- c. **The SF&GP Committee to consider and resolve upon the process of engaging a successor to the Town Clerk.**

(Vote – For: 15, Against: 0)

The business of the meeting having been concluded the Mayor thanked the members for their attendance at the meeting which concluded at 7.20 pm.

Signature of Town Mayor:

Date: