

BIDEFORD TOWN COUNCIL



**Greenhouse
Riverbank House
Bideford
Devon
EX39 2HS**

Telephone:
(01237) 428938

Janine Gardner
Town Clerk and Responsible Financial Officer

Thursday, 23 July 2026

To: Members of the full Council

You are hereby summoned to attend the following meeting:

Meeting: Town Council

Meeting Date: Thursday, 30 July 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.

A handwritten signature in blue ink, appearing to be 'J Gardner'.

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 18 June 2026 as a correct record.

5. Items Brought Forward by the Chair

6. Proposal to Install Digital Street Kiosks

To consider the attached report.

7. Committee Minutes

To adopt the minutes of the

- a) Amenities Committee on 23 July 2026 – *to follow*
- b) Planning Committee 3 June 2026, 24 June 2026 and 15 July 2026
- c) Resources Committee on 9 July 2026

8. List of Payments

To approve the list of payments.

Part II (Closed Session)

9. 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.

10. Christmas Lights – Outcome of Tender Exercise

To consider a report recommending the appointment of a contractor for the annual maintenance, installation and removal of the Christmas Lights.

11. Pannier Market – Licence for Alterations

To authorise the execution of a licence for alterations for 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.

12. Mayor's Robe

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

Date of Next Meeting: 27 August 2026