



NORTHAM TOWN COUNCIL
TOWN HALL
WINDMILL LANE
NORTHAM
DEVON
EX39 1BY

To: All Members of the Northam Town Council
Prayers will be said in the Council Chamber at 6.55pm
for those wishing to attend.

Town Clerk: Mrs Jane Mills MILCM
Telephone: 01237/474976
e-mail: townclerk@northamtowncouncil.gov.uk

You are hereby summoned to attend a meeting of the Town Council which will be held on Wednesday 26th September 2018 commencing at 7.00pm in the Council Chamber, Town Hall, Windmill Lane, Northam.
The agenda for the meeting is set out below.

M. J. Mills
Jane Mills MILCM
Town Clerk

Date of issue: 20th September 2018

Members are requested to switch off their mobile phones

AGENDA

- 1 Apologies**
- 2 Chairman's announcements**
- 3 Declarations of interest**
Members are reminded that all interests must be declared prior to the item being discussed.
- 4 To agree the agenda between Part A and Part B (*confidential information*)**
- 5 To confirm and sign the minutes of the Town Council Meeting held on 29th August 2018 (*herewith*)**
- 6 To confirm and sign the minutes of the Special Town Council Meeting held on 5th September 2018 (*herewith*)**
- 7 To note and adopt the reports of minutes and resolutions contained therein from Committees and Sub-Committees (Items contained in Part B to be considered under Part B)**
 - Planning – 29th August 2018 (*confirmed, herewith*)
 - Town Projects – 3rd September 2018 (*draft, herewith*)
 - Northam Burrows Committee – 10th September 2018 (*draft, herewith*)
 - Northam Burrows Forum – 10th September 2018 (*draft, herewith*)
 - Planning – 12th September 2018 (*draft, herewith*)
 - Finance – 17th September 2018 (*draft, herewith*)
- 8 Action Points (*herewith*)**
- 9 To receive and consider reports from the Town Clerk (*herewith*)**

- 10 **To receive a Police Report**
- 11 **To receive questions and/or deputations or petitions from parishioners. All deputations or petitions to be referred without discussion to the Clerk for action, or to the next Council meeting for discussion as appropriate. Any question requiring an answer at the meeting to be submitted at least five working days before the meeting to the Town Council office.**
- 12 **Public Participation**
Members of the public are permitted to make representations answer questions and give evidence in respect of any item of business included in the agenda. Each member of the public is entitled to speak once only in respect of business itemised on the agenda and shall not speak for more than 3 minutes. The period of time which is designated for public participation in accordance with standing orders shall not exceed 15 minutes.
- 13 **To consider a proposal from the Special Meeting on 5th September 2018 “that a new date be agreed for the deferred items from the 5th September meeting”**
- 14 **To ratify a decision made at Full Council on 29th August that a donation be made to Appledore Lifeboat for their fund-raising event (correspondence herewith)**
- 15 **To consider sponsoring a Christmas Tree at St Margaret’s Church (information herewith)**
- 16 **To consider recommendations from Finance Committee**
May Fair
(a) Members **resolved** to recommend to Full Council that visiting Mayors and Dignitaries do not pay for a luncheon but be invited to make a donation to the current Mayor’s Charities. Also that a donation from the May Fair to the Mayor’s charities should not be made in future.

(b) It was further **resolved** to recommend to Full Council that in future a buffet lunch be offered to visiting Mayors and Dignitaries.

(c) It was further **resolved** to recommend to Full Council that costings as presented for the May Fair should be accepted and that Cllr Brading works within the balance held for the May Fair for 2019.

Honours Board
(d) It was further **resolved** to recommend to Full Council that the Mayor’s Cadet Honours Board and signwriting be funded from the Council Tax reserves.
- 17 **To receive an update on Northam Burrows Charity registration**
- 18 **To consider speeding on Churchill Way (Cllr Edwards)**
- 19 **To consider a proposal that Guest Speakers be limited to one per Full Council Meeting (Cllr Sherborne)**
- 20 **To receive an update on the Neighbourhood Plan**
- 21 **To consider correspondence**
 - **DALC Annual report 2017/18 including Devon Remembers Commemorative booklet (held in office)**
- 22 **To receive an update on the May Fair**
- 23 **To consider assistance with funding for Appledore Hall**

- 24 **To consider 3 vacancies on Committees, (Human Resources)**
Cllr Himan, Cllr Tisdale, Cllr Mrs Whittaker
- 25 **To consider adoption of a Business Plan for Westward Ho! Park and confirmation that Northam Town Council is committed to acquiring the Westward Ho! Park**
(business plan attached)
- 26 **Notice of Motion from Cllr Edwards:**
“That the publication of agendas for meetings is increased to not less than five clear working days before meetings and that agendas are accompanied by all relevant documentation to be discussed at that particular meeting”
Current Standing Orders as per Town and Parish Council legislation are as follows:
3 b *The minimum three clear days for notice of a meeting does not include the day on which notice was issued, the day of the meeting, a Sunday, a day of the Christmas break, a day of the Easter break or of a bank holiday or a day appointed for public thanksgiving or mourning.*
- 27 **To consider the Autumn Newsletter** *(herewith)*
- 28 **To consider Street Matters**
- Temporary prohibition of through traffic – Youngaton Road, Westward Ho! on Monday 5th November 2018 to enable fibre cabling.
- 29 **Summary Report from a District Member**
- 30 **Report from County Councillor**

PART B

- 31 To **resolve:** that under section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 that the public and press be excluded from the meeting
- 32 **To confirm and sign the minutes of the Town Council held on 29th August 2018**
(herewith)
- 33 **To receive and adopt the reports of minutes and resolutions contained therein from Committees and Sub-Committees in Part B**
- Town Projects – 3rd September 2018 *(draft, herewith)*
 - Northam Burrows Committee – 10th September 2018 *(draft, herewith)*
 - Finance – 17th September 2018 *(draft, herewith)*
- 34 **To resolve to readmit members of the press and public**

Following the Local Government and Accountability Act 2014 the Council now has a policy on filming and recording of Local Council and Committee meetings which will be on view in the Council Chamber or Committee Room as appropriate. Those attending meetings are deemed to have consented to the filming, recording or broadcasting of meetings. Those exercising the rights to film, record and broadcast must respect the rights of other people attending under the Data Protection Act 1998. Members of the public may not wish to be recorded and the Chair of the meeting will ensure insofar as is possible that any request not to be recorded will be respected.