



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

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

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

You are hereby summoned to attend a meeting of the Town Council which will be held on Wednesday 27th September 2017 commencing at 7.00 pm 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 21st September 2017

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 Full Council Meeting held 30th August 2017 (herewith)**
- 6 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 – 30th August 2017 (*confirmed, herewith*)
 - Town Projects – 4th September 2017 (*draft, herewith*)
 - Northam Burrows Forum – 11th September (*draft, herewith*)
 - Planning – 13th September 2017 (*draft herewith*)
 - Finance & Staffing – 18th September (*draft, herewith*)
- 7 Action Points (herewith)**
- 8 To receive and consider reports from the Town Clerk (herewith)**

- 9 To receive a Police Report
- 10 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.
- 11 **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.
- 12 To ratify the decision to employ a solicitor to deal with the land registry fees in respect of Lords Meadow and Ridgeway Drive.
- 13 To receive an update on the Neighbourhood Plan
- 14 To receive an update on Festoon Lighting in Appledore
 - Agreement
- 15 To receive an update on possible depot for the Maintenance Men
- 16 To consider changes to the lease for the Town Clerk's office (*herewith*)
- 17 To consider Bone Hill Flagpole upgrade and installation (*information herewith*)
- 18 To consider a recommendation from Finance and Staffing Committee that the amended Financial Regulations be accepted.
- 19 To consider amendments to Standing Orders to comply with revised Financial Regulations (*information herewith*)
- 20 To consider a letter from Appledore British Legion (*herewith*)
 - Subject to Members response to consider road closures and stewarding in Appledore and Northam (*report herewith*)
- 21 To consider an update on a response from Devon County Council in respect of obtaining powers for a Community Warden, with regard to civil enforcement. Also to further consider an appointment initially of a Community Warden for dog fouling and littering following incidents with our Maintenance Men (*herewith*)
- 22 To consider the timing of the lights at the new pedestrian crossing in Churchill Way and lack of signage on the approaches
- 23 To consider Christmas Closing
- 24 To consider e-mails from Cllr Hames re the bus service in Appledore (*forwarded by e-mail*)
- 25 To consider a video link to Northam, Western Australia (*Cllr Davis*)

26 Street Matters

- **Devon County Council – Temporary prohibition of parking (one way)**
Roads affected – Richmond Road, Appledore, Junction of Pitt Hill to junction of Kingsley Avenue on Wednesday 25th October 2017 for a maximum of 5 days to facilitate street light replacement works.

27 Summary Report from a District Member

28 Report from County Councillor

PART B

29 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

30 To confirm and sign the minutes of the Meeting held on 30th August 2017 (*herewith*)

31 To receive and adopt the reports of minutes and resolutions contained therein from Committees and Sub-Committees in Part B

- Finance & Staffing – 18th September 2017 (*draft, herewith*)

32 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.