

Northam Town Council – Minutes of a meeting of the Town Council held on Wednesday 31st January 2018 in the Council Chamber, Town Hall, Windmill Lane, Northam commencing at 7.00 pm

Presentation on Richmond Dry Dock

A presentation was received on Richmond Dry Dock and handouts given to Members. The Mayor thanked the presenters for attending.

Present: Cllrs Brading (Chairman), Mrs Whittaker, Berryman, Davis, Durkin, Eastman, Hames, Himan, Leather, Sherborne and Tisdale
In attendance: Mrs M J Mills, Town Clerk
District Councillor N Laws
Members of the public

1801/1067 Apologies

Apologies were recorded on behalf of Cllrs Edwards, Hancock and Miller

1801/1068 Chairman's Announcements

- As you all can see this evening we are trialling a speaker system to try to overcome the terrible acoustics in this Chamber. Please be patient as we get to grips with pressing the right button at the right time.
- On Monday evening I, as Mayor, was accompanied by the Mayoress, the Beadle and the Town Clerk to Bideford Air Cadets base. We attended a promotion ceremony where our Mayor's Cadet, Cadet Sarah Williams, was promoted to Sergeant. Her three stripes were presented to her by Air Chief Marshall Sir Peter Squire GCB, DFC, AFC, DL, FRAeS and Knight Grand Cross of the Order of the Bath. Sir Peter served as a Harrier pilot and Commander during the Falklands War; though now retired he is actively involved in the Air Cadet Organisation.
- The Burrows and the Pebbleridge; I am sure all present are aware of the problems on the Burrows and the various threats. I must advise all concerns should be directed to Cllr Mrs Jane Whittaker, the Leader at Torridge District Council. Torridge District Council are responsible for Northam Burrows, whilst the responsibility of Northam Town Council is as Lords of the Manor and Trustees of the Grazing.
- I would ask those of you who have received invitations to the Mayor's Dinner Dance on 20th April to let Pat Moores know their intentions as soon as possible.
- Northam May Fair 2018 – Northam Town Council staff and myself are very busy organising this year's May Fair. We are almost at the stage of producing the programme. This year's evening variety show will be even better than last year's.

At this juncture, Cllr Mrs Whittaker arrived at the meeting.

1801/1069 Declarations of interest

Members were reminded that all interests must be declared prior to the item being discussed.

1801/1070 To agree the agenda between Part A and Part B (*confidential information*)

It was **resolved** to agree the agenda between Part A and Part B after moving item 19 to precede item 12

Proposed: Cllr Brading, Seconded: Cllr Eastman (all in favour)

1801/1071 To confirm and sign the minutes of the Full Council Meetings held 29th November and 6th December 2017

It was **resolved** to confirm and sign the minutes of the Town Council meeting held on 29th November as a correct record.

Proposed: Cllr Berryman, Seconded: Cllr Tisdale (all in favour)

It was **resolved** to confirm and sign the minutes of the Town Council meeting held on 6th December 2017 as a correct record.

Proposed: Cllr Tisdale, Seconded: Cllr Sherborne (majority in favour 2 Members not present at the meeting).

1801/1072 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 November 2017
- Town Projects – 4th December 2017
- Planning – 13th December 2017
- Finance – 18th December 2017
- Town Projects – 15th January 2018
- Northam Burrows – 22nd January 2018

It was **agreed** to note and adopt the reports of minutes and resolutions.

1801/1073 Action Points

It was **agreed** to note the Action points.

1801/1074 To receive and consider reports from the Town Clerk

It was **agreed** to note the reports.

1801/1075 To receive a Police Report

No Police were present

1801/1076 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.

No questions had been received.

1801/1077 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 fifteen minutes.

A member of the public wished to speak with regard to item 23 – Surfers Against Sewage. She was a Regional representative of Surfers Against Sewage and spoke about Councils that were now supporting the Surfers Against Sewage stance opposing the proliferation of single use plastics. She went on to say they would be delighted to have a Member of the Council to sit on their Steering Group.

- 1801/1078 To receive correspondence from the Land Registry with regard to registering an interest in the Westward Ho! park**
- **To include**
- How to move forward (possible request to have an asset transfer of the Happy Café and tennis courts)
- After some discussion it was **resolved** that Northam Town Council would seek a Community Asset transfer from Torridge District Council, the request to be submitted with a Business Plan exhibiting Northam Town Council's capability to run the park. Proposed: Cllr Brading, Seconded: Cllr Leather (8 in favour, 3 abstentions, including Cllr Davis who abstained as a member of the District Council Planning Committee)
- Action Point – Town Clerk to request the Land Registry to extend the consideration period and submit a Community Asset Transfer Request with a Business Plan.**
- At this juncture Cllr Tisdale gave his apologies and left the meeting.
- 1801/1079 To elect Members to the new Human Resources Committee and set committee meeting dates through to May 2018**
- The following Councillors had put their names forward to serve on the Human Resources Committee:
Councillors, Berryman, Davis, Durkin, Edwards, Himan, Leather and Tisdale and also the Mayor ex-officio.
It was **resolved** to accept the nominations.
Proposed: Cllr Brading, Seconded: Cllr Berryman (all in favour)
An initial meeting was set for Monday 12th February.
- 1801/1080 To consider setting up a working party to review non Ellis Whittam policies**
- It was **resolved** to send an email attaching all relevant policies to all Members and the review of the policies will be an agenda item on the next Full Council meeting.
Proposed: Cllr Brading, Seconded: Cllr Berryman (all in favour)
- Action Point – Circulate relevant policies and place item on next agenda.**
- 1801/1081 To consider work required on the Mayoral Chain and additional purchases**
- This was deferred to the next meeting when prices should have been received.
Action Point – Item to be placed on next agenda.
- 1801/1082 To consider correspondence**
- There was none.
- 1801/1083 To consider installation of a portable wireless speaker system with eight wireless microphones chiefly for the Council Chamber but also could be used in Northam Hall**
- It was **resolved** to purchase the portable wireless speaker system to include the recording facility for meetings.
Proposed: Cllr Brading, Seconded: Cllr Eastman (8 in favour, 2 against)
- 1801/1084 To review the risk assessment for the May Fair 2018**
- It was **resolved** to accept the risk assessment.
Proposed: Cllr Mrs Whittaker, Seconded: Cllr Brading (all in favour)
- 1801/1085 To receive advance notice that the office will be closed on 21st February 2018, for staff training**
- It was agreed to note.

- 1801/1086 To receive an update on the Neighbourhood Plan**
Cllr Leather advised that some of the second questionnaires have gone out to local schools to give to the children. He also distributed leaflets through Hanson Park and has left them in various outlets. The next meeting is 5th February at 7.00 pm and there will be a speaker from Devon Communities Together.
- 1801/1087 To consider the renewal of the lease for the Town Clerk's Office**
It was **resolved** to proceed with the lease.
Proposed: Cllr Brading, Seconded: Cllr Leather (all in favour)
Action Point – Proceed with the lease
- 1801/1088 To consider the proposed crossing at Jackets Lane**
Cllr Eastman advised that he is still pursuing Devon County Council and awaits a positive response. He will take the matter to the next HATOC meeting.
It was **resolved** to write to Highways (Meg Booth) advising that Northam Town Council does have some money to contribute to a crossing. Members are concerned by the number of road traffic accidents in the area and criticism by the schools of the delay.
Proposed: Cllr Brading, Seconded: Cllr Berryman (all in favour)
Copies of the letter will be sent to Councillor Hart and the Leader of Torridge District Council.
Action Point – Town Clerk to write to Highways
- 1801/1089 To receive a recommendation from the Town Projects and Asset Management Committee**
That Northam Town Council adopt the Surfers Against Sewage stance opposing the proliferation of single use plastics in this area in order to both cut down on coastal pollution and the waste of natural sources they represent.
It was **resolved** to accept the recommendation.
Proposed: Cllr Hames, Seconded: Cllr Davis (all in favour)
Cllr Berryman volunteered to join the Steering Group.
- 1801/1090 Street Matters**
Devon County Council – Temporary prohibition of through traffic and parking;
- Tommouth Crescent, Appledore from Monday 26th February to Friday 9th March 2018 to allow highway patching. There is no alternative route.
 - Lily Close, Northam from Monday 12th March to Friday 23rd March 2018 to all repairs to concrete carriageway. Alternative route via Highbury Hill, Diddywell Road and vice versa.
- Devon County Council – Temporary prohibition of through traffic;**
- Lower Cleave, Northam O/S The Boathouse from Monday 26th March to Friday 30th March 2018 (inclusive) to provide new water service. There is no alternative route.
 - Hilltop Road, Bideford from Monday 12th March to Thursday 29th March 2018 to allow various works by Wales & West Utilities. There is no alternative route.
 - Raleigh Hill, Bideford from Monday 26th February to Friday 23rd March 2018 to allow various works by Wales & West Utilities. There is no alternative route.
- Street Matters were noted.
- Cllr Himan advised that the work at Atlantic Way/Tadworthy Road should be completed within the next week. He had witnessed a major accident on route to the meeting.
 - Cllr Berryman reported on the misuse of the one-way system in Cross Street and asked the County Councillor to get the markings reinstated.

- Cllr Hames advised about water running onto the road at Bloody Corner and expressed concern about the dangers of this freezing during the current cold spell. He was advised to report it urgently on the Devon County Council website.

1801/1091 To consider a request from Appledore Pilot Gig Club for a free parking day
It was **resolved** to grant the Appledore Pilot Gig club a free parking day on Saturday 7th July 2018 for the annual regatta.
Proposed: Cllr Sherborne, Seconded: Cllr Davis (all in favour)
Action Point - Reply to Gig Club

1801/1092 Summary Report from a District Member
Cllr Mrs Whittaker advised that the situation on the Burrows was worrying. The Environment Agency are meeting Torridge District Council on Thursday 1st February. The Golf Club have been asked to advise of any further damage overnight. Four years ago Torridge did some remedial work and then the matter was put on one side. It is now important that a plan is prepared and moved forward with.

She went on to say that with regard to Richmond Dock there is currently no compulsory purchase policy but Torridge are looking into this.

With regard to the Knapp application it is almost certain that this will be deferred at the next meeting because of correspondence received from Heritage England which had been lost.

She went on to say they are moving on with the Brunswick Wharf and are looking to install charging points in Appledore and Westward Ho! She has also made a contribution to fund the bus shelter being installed on Heywood Road.

1801/1093 Report from County Councillor
Cllr Eastman asked Members to ensure that they raise issues with regard to Highways on the Devon County council website. He went on to read from the Police News and Updates regarding the benefit of having a video intercom system fitted to residents' homes.

There being no further business the meeting closed at 9.05 pm

Signed..... Dated.....

DRAFT