

Northam Town Council – Minutes of a meeting of the Town Council held on Wednesday 29th November 2017 in the Council Chamber, Town Hall, Windmill Lane, Northam commencing at 7.00 pm

Present: Cllrs Brading (Chairman), Durkin, Eastman, Edwards, Hames, Himan, Leather and Sherborne

In attendance: Mrs M J Mills, Town Clerk
A member of the public

1711/895 Apologies

Apologies were recorded on behalf of Cllrs Mrs Whittaker, Berryman, Davis, Hancock, Miller and Tisdale

1711/896 Chairman's Announcements

- The Mayor reminded Members of the Carol Service with the Schools which will take place on 16th December at 3.30 pm in St Margaret's Church, Northam. He also reminded Members of the invitation to the Friends of St Margaret's Church Cheese and Wine evening on Friday 8th December at 7.30 pm.
- Members were also advised of a Highways Notice relating to Kingsley Road, Westward Ho! for the period 11th December 2017 to 15th December 2017 (inclusive) for patching work.
- The Mayor also suggested that the Full Council meeting scheduled for 13th December should be cancelled. This was seconded by Cllr Leather and all were in favour.

1711/897 Declarations of interest

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

1711/898 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
Proposed: Cllr Leather, Seconded: Cllr Sherborne (all in favour)

1711/899 To confirm and sign the minutes of the Town Council Meeting held on 25th October 2017

Cllr Durkin proposed an amendment to minute 1710/605 asking for "perceived" to be inserted before "personal interest". This was not seconded.

It was further **resolved** to confirm and sign the minutes of the Town Council meeting held on 25th October 2017 as a correct record.

Proposed: Cllr Brading, Seconded: Cllr Leather (majority in favour with 1 abstention)

1711/900 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 – 25th October 2017 (*confirmed, herewith*)
- Town Projects – 6th November 2017 (*draft, herewith*)
- Planning – 8th November 2017 (*draft, herewith*)
- Town Projects – 16th November 2017 (*draft, herewith*)
- Finance & Staffing – 20th November 2017 (*draft, herewith*)

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

1711/901 Action Points

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

1711/902 To receive and consider reports from the Town Clerk

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

1711/903 To receive a Police Report

Cllr Brading welcomed PCSO John McGovern and PCSO Liz Rendle.

PCSO McGovern advised that there had been an increase in reported crimes due to the manner in which they can now be reported. There has been a 52% increase in calls to this area. Over the last two months there have been Public Order and domestic assaults, one taking a car without consent, thefts from motor vehicles and one theft of a boat. There had been one dog problem and Torrington District Council have been contacted with a view to issuing a Dog Control Order as this was not a first offence.

He went on to advise that he will be sending new information over to the Town Council to place on the Northam Town Council website. He went on to speak about the future; originally there were 410 PCSOs appointed in the Devon and Cornwall area. This is now down to 280 and proposals are in place for it to be reduced to 150 by 2021. There is currently no model on how the policing will look by 2021.

A question was raised as to the correctness of a report in the paper that the Police will not be attending small burglaries/shoplifting. Currently, if someone is reported for stealing, albeit a £5 item, to bring them to court costs £3,800. Work is now concentrated on their reasons for stealing and their rehabilitation/resolution of problems.

Cllr Brading thanked the PCSOs for their attendance and wished them and their colleagues all the best for a festive Christmas.

1711/904 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.

1711/905 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 the problem of very large motor caravans parked up all over Appledore. Is there any way to restrict the numbers as at times the village resembles a car parking area?

Members responded that this has been referred to the Neighbourhood Highways Manager. When the Traffic Management Plan was created in 2014 a small majority of residents wanted residents' parking, but it appeared that Devon County Council did not want this to happen. A resolution was put forward which will be dealt with under Street Matters.

- 1711/906 To receive a recommendation from the Finance and Staffing Committee that the draft Business Plan Template be accepted**
It was **resolved** to accept the recommendation from the Finance and Staffing Committee that the draft Business Plan Template be accepted.
Proposed: Cllr Edwards, Seconded: Cllr Leather (all in favour)
- 1711/907 To consider a volunteer Trustee for Northam Community Centre (Cllr Brading)**
The Mayor advised that he had been approached by the Management Committee of the Northam Community Centre requesting an additional volunteer Trustee. This is not a very onerous post as the day to day management is done by a Committee. Members felt that as there were already two Northam Town Councillor Trustees it would be sensible to invite Trustees from other walks of life and it was **resolved** to advise the Management Committee that a suitable advertisement should be placed in the local papers requesting public support.
Proposed: Cllr Leather, Seconded: Cllr Himan (all in favour)
Action Point – Town Clerk to write to committee
- 1711/908 To consider correspondence**
- CPRE – Devon Voice (*held in office*)
 - Historic England re Northam War Memorial (*herewith*)
- The correspondence was noted. The Town Clerk was asked to contact Historic England with regard to future duties once the Memorial was listed. There was a further request to check whether or not it could be moved after listing and the Town Clerk was further requested to check on the ownership of the ground that the war Memorial is situated on and information will also be sought on the ownership of the land on which the Appledore War Memorial is sited.
Action Point – Town Clerk to contact Historic England re duties and re-siting. Town Clerk also to investigate ownership.
- 1711/909 To consider a letter received regarding Twinning (herewith)**
The Mayor will respond to the letter on behalf of the Town Council
- 1711/910 To receive an update on the Neighbourhood Plan**
Cllr Leather advised that a second leaflet has been prepared, hopefully appealing to the younger generation. It will be ready for the Steering Group meeting on Monday 4th December where arrangements will be made for its distribution. There is no date on this leaflet for return of the information. Cllr Leather and the Town Clerk will be speaking to the local Schools.
- 1711/911 To receive an update on possible depot for the Maintenance Men**
This item has been referred back to Town Projects for the January meeting. The Town Clerk was asked to arrange site visits to Northam Hall, Burrough Farm (Town Council) and Burrough Farm (National Trust) and also to seek information regarding the requirement for planning consent to install a container.
Action Points – Town Clerk to add agenda item to the January meeting of Town Projects
- 1711/912 To consider the renewal of the lease for the Town Clerk’s Office**
This is to be deferred to the next Full Council meeting.
Action Points – item to remain on the agenda

- 1711/913 To consider correspondence from Stagecoach (sent by email 22/11/17)**
 Cllr Hames addressed the timetable for the No 15 service. Some previously scheduled services have now been removed from the timetable. It was **resolved** to write to Stagecoach expressing concerns about that and thanking them for the fact that they are working to reduce future delays.
 Proposed: Cllr Hames, Seconded: Cllr Sherborne (all in favour)
Action Point – Town Clerk to write to Stagecoach

- 1711/914 Street Matters**
Devon County Council – Temporary prohibition of through traffic and parking;
- Sandymere Road – Monday 11th December to Tuesday 12th December 2017 to enable pre-patching works for surface dressing (DCC 18/19 programme).
 - Goats Hill Road, Northam – Monday 11th December to Friday 15th December 2017 to enable pre-patching works for surface dressing (DCC 18/19 programme).
 - Scott Avenue – Monday 11th December to Wednesday 13th December 2017 to enable pre-patching works for surface dressing (DCC 18/19 programme).
 - Buckleigh Road, Westward Ho!, between the junction of Cornborough Road and Silford Cross – Monday 5th February – Friday 9th February 2018 to enable installation 6m of water main for new development.
 - Long Lane, Appledore – Monday 12th February – Friday 23rd February 2018 to allow pole change.

Following on from Public Participation it was **resolved** to write to Devon County Council asking them to reconsider residents' parking.

Proposed: Cllr Edwards, Seconded: Cllr Hames (all in favour)

Action Points – Town Clerk to write to DCC

It was further suggested that this matter could be addressed within the Neighbourhood Plan.

It was agreed to note the published Street Matters.

Members raised the following matters:

Cllr Hames – planting crocuses at Bloody Corner

Cllr Edwards requested a letter be sent to John Fewings regarding refreshing of yellow lines in the area.

Cllr Eastman spoke briefly about the new contractors SKANSKA.

Cllr Sherborne spoke of concerns about parking in Raleigh Hill. This has been referred to Cllr Eastman.

Cllr Durkin spoke about Avon Lane still not being resurfaced although the building works have been completed. He has also complained to Devon County Council that a number of street lights are not working.

Cllr Himan asked how many notifications the Town Clerk had received from Members in respect of Street Matters. To date information has been received from Cllr Sherborne.

Cllr Brading spoke about problems with the gullies in Diddywell.

Cllr Leather had nothing to report.

1711/915 Summary Report from a District Member

Cllr Himan advised that the new building has now opened at Riverbank House and the Planning Department have re-allocated there. There is also space to accommodate the staff when moved from Bridge Buildings. There will be a centre hub for enquiries starting soon. He went on to speak about the Gypsy/Travellers site. There has been a huge outcry and Torridge are still looking for a site. A temporary trespass site has been provided by the skate park and there are generally no more than 3 or 4 traveller vans in transit. Community and Resources will be discussing alternative permanent sites at their next meeting.

1711/916 Report from County Councillor

The County Councillor hoped that all Members had received the letter from Dr Alison Diamond advising of her retirement at the end of March 2018. He went on to report about the proposed work on Bideford Bridge. There will be two-way lights at night on the 19th, 20th and 21st December in order to prepare the road surface and other associated works for the installation of the bridging units on 2nd January. The lanes will be open during the day.

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There being no further business the meeting closed at 9.15 pm

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

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