

Northam Town Council – Minutes of a meeting of the Town Council held on Wednesday 25th October 2017 in the Council Chamber, Town Hall, Windmill Lane, Northam commencing at 7.00 pm

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

In attendance: Mrs M J Mills, Town Clerk
Kevin Rose, Internal Auditor
Reverend Derek Arnold
Members of the public

1710/594 Apologies

Apologies were recorded on behalf of Cllrs Berryman, Miller and Tisdale.

1710/595 Chairman's Announcements

The Chairman introduced the Town Council Internal Auditor, who spoke briefly about his role and the role of audit generally. The office will be closed for training 27th November 2017, agreed by Members. The Chairman read out an amended road closure. It was agreed that a formal switch on of festive lighting should take place in Northam, date to be arranged. A request from Johns of Appledore, for letters of support was read out, it was agreed that individual Members could write if they wished.

1710/596 Declarations of interest

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

1710/597 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 bringing forward Items 14 and 15 to follow item 11 and then cancelling item 12
Proposed: Cllr Sherborne, Seconded: Cllr Mrs Whittaker (all in favour)

1710/598 To confirm and sign the minutes of the Town Council Meeting held on 27th September 2017

It was **resolved** to confirm and sign the minutes of the Town Council meeting held on 27th September 2017 as a correct record.
Proposed: Cllr Leather, Seconded: Cllr Edwards (majority in favour 3 abstentions, not present at previous meeting)

1710/599 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 – 27th September 2017
- Town Projects – 2nd October 2017
- Planning – 11th October 2017
- Finance & Staffing – 16th October

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

1710/600 Action Points

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

1710/601 To receive and consider reports from the Town Clerk

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

- 1710/602 To receive a Police Report**
There were no Police present.
- 1710/603 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.
- 1710/604 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.
Members of the public wished to speak on item 15
- 1710/605 To consider a five Member motion that the NUDC assets matter be revisited in particular with regard to those properties that are defined under the 1933 Act as Parish Matters**
Following a discussion, it was **resolved** not to move forward in trying to regain the NUDC assets.
Cllr Durkin advised that he was declaring a personal interest in the Westward Ho! Park and would not participate in that discussion.
Proposed: Cllr Leather, Seconded: Cllr Edwards (majority in favour, 3 votes against)
- 1710/606 To consider the Happy Café**
It was **resolved** to suspend standing orders to allow members of the public to speak.
Proposed: Cllr Brading, Seconded: Cllr Eastman (all in favour)
Members of the public spoke with regard to the Happy Café, supporting its retention.
It was **resolved** to reinstate standing orders.
Proposed: Cllr Brading, Seconded: Cllr Leather (all in favour)
It was **resolved** to spend £54 to register an interest in the Park at the Land Registry with appropriate evidence.
Proposed: Cllr Leather, Seconded: Cllr Brading (majority in favour 2 abstentions)
It was further **resolved** that NTC employ a surveyor to inspect the Happy Café, subject to agreement with TDC and the result would be shared with TDC.
Proposed: Cllr Leather, Seconded: Cllr Brading (all in favour)
Action Point – Town Clerk to register an interest at the Land Registry and seek permission from TDC to employ a surveyor.
- 1710/607 To consider a five Member motion to bring back to Full Council the following decision: Agenda item 21 resolved at the Full Council on 27th September 2017 to employ a Community Warden for dog fouling and littering. The decision to employ such a person was taken without any business plan in place, terms of reference, hours to be worked, transport arrangements, job description or salary and pension costs known.**
It was **resolved** not to proceed with the employment of a Community Warden. Devon County Council will be providing information about employing a Civil Enforcement Officer.
Proposed: Cllr Leather, Seconded: Cllr Mrs Whittaker (majority in favour in favour 4 votes against)

- 1710/608 To consider the employment of a Community Warden**
See minute 1710/597
- 1710/609 To consider correspondence**
- Remembrance Day Services Sunday 12th November:
Northam St Margaret's Church 10.00 am followed by wreath laying at the War Memorial at 11.00 am
Appledore Parade and Service 2.30 pm
 - Royal Marines Association
 - Response from Stagecoach South West. The Town Clerk was asked to reply requesting that better information be supplied at bus stops for those with no access to the internet
It was agreed to note the above items
 - It was further **resolved** to send £200 contribution in support of the Royal Marines Association letter.
 - Proposed: Cllr Leather, Seconded: Cllr Brading (majority in favour 1 vote against)
- Action Point – Town Clerk to send donation re Royal Marines.
Town Clerk to contact Stagecoach**
- At this juncture Cllr Eastman gave his apologies and left the meeting.
- 1710/610 To consider a letter from a parishioner regarding travellers site**
Cllr Mrs Whittaker spoke about TDC plans with regard to the statutory duties of TDC and advised that she has a meeting scheduled with the protestors.
- 1710/611 To receive an update on the Neighbourhood Plan**
Cllr Leather advised that a meeting of the steering group had been held recently. Questionnaire results have been examined and a further questionnaire is being prepared.
- 1710/612 To receive an update on Festoon Lighting in Appledore**
Members were advised that the posts are in and electrics should be completed shortly.
- 1710/613 To receive an update on possible depot for the Maintenance Men**
The meeting with the National Trust has been postponed to November.
- As the time of two and a half hours had been reached
It was **resolved** to continue on and complete the meeting.
Proposed: Cllr Himan, Seconded: Cllr Whittaker (all in favour)
- 1710/614 To consider advice regarding the renewal of the lease for the Town Clerk's Office**
It was **resolved** to seek some further clarification with TDC on some items in the lease and to bring the responses back to Full Council.
Proposed: Cllr Brading, Seconded: Cllr Edwards (all in favour)
Action Point – Town Clerk to contact TDC
- 1710/615 To receive a response regarding the timing of the lights at the new pedestrian crossing in Churchill Way and signage on the approaches**
The response from DCC was read out.
Members were advised that the lights are turning green whilst people are still on the crossing, it is understood this is being looked at by HATOC.
The Town Clerk was asked to contact the head of the local school asking if the lights are causing concern.
Action Point – Town Clerk to contact school

- 1710/616 To consider rough sleeping**
The Town Clerk was asked to seek clarification from TDC and to contact the Reverend Arnold for further information.
Action Point – Town Clerk to contact TDC and Rev. Arnold
- 1710/617 To consider a request from 1610 - Torridge Pool to use the area at the Football Pitch in Burrough Farm as overflow parking**
It was **resolved** not to allow the use of Burrough Farm for overflow parking.
Proposed: Cllr Brading, Seconded: Cllr Davis (majority in favour 1 abstention)
Action Point – Town Clerk to respond
- 1710/618 To consider a Community Governance Review by Torridge District Council for the Elections in 2019**
The Town Clerk was asked to seek clarification on the position.
Action Point – Town Clerk to contact TDC
- 1710/619 To receive the results of the Housing Needs Survey**
It was **resolved** to defer the results to the Neighbourhood Plans steering group.
Proposed Cllr Durkin: Seconded: Cllr Sherborne. (all in favour)
Action Point – Town Clerk to forward results to Steering Group
- 1710/620 To consider the Autumn Newsletter**
It was **resolved** to accept the Autumn Newsletter
Proposed Cllr Sherborne: Seconded: Cllr Brading. (all in favour)
- 1710/621 Street Matters**
Devon County Council – Temporary prohibition of through traffic and parking – Diddywell Road, Northam – Monday 8th January – Friday 2nd February to allow laying of new underground electricity cable. Alternative route via Diddywell Road, Primrose Lane, Long Lane, Highbury Hill and Kimberley Terrace and vice versa.
Cllr Davis advised about a problem at Westward Ho! with regard to access adjacent to the go kart track and vegetation near the shipyard, which he has reported to DCC.
- 1710/622 Summary Report from a District Member**
Cllr Mrs Whittaker reported the new building was now in place. 60 staff are moving from Bridge Buildings. There has been training taking place. There have also been staffing and recruitment issues.
- 1710/623 Report from County Councillor**
The County Councillor had already given apologies.

PART B

There being no further business the meeting closed at 10.00 pm

Signed..... **Dated**.....

DRAFT