

Northam Town Council – Minutes of a meeting of the Town Council held on Wednesday 27th February 2019 in the Council Chamber, Town Hall, Windmill Lane, Northam commencing at 7.00 pm

Present: Cllrs Davis (Chairman), Mrs Whittaker, Brading, Hames, Hancock, Laws, Leather and Tisdale

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

1902/866 Apologies

Apologies were received from Cllrs Rev Arnold, Berryman, Eastman, Edwards, Himan and Sherborne

1902/867 Chairman's Announcements

- The Chairman spoke briefly about how successful he had found the use of the coloured spray for dog mess.
- He went on to say what a successful and enjoyable evening his Mayor's Charity Concert had been; however, he was disappointed at the poor attendance by Councillors.
- Members were then advised about an update on Westward Ho! Park which has been listed on the agenda of Torridge District Council's Community and Resources Committee for consideration on Monday 4th March. The report accompanying it advises TDC not to proceed with the Northam application suggesting there were flaws in the application. Members were circulated with a draft letter to send to the MP for Communities and Local Government and it was agreed to send this letter to him immediately and there was further agreement that the Business Plan submitted to TDC should be circulated to all TDC Councillors. These two decisions will be ratified at the next Town Council meeting.

Action Point – Send letter to MP, circulate Business Plan to TDC Councillors and place on next agenda for ratification

1902/868 Declarations of interest

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

1902/869 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 Tisdale, Seconded: Cllr Hancock (all in favour)

**1902/870 To receive Graham Rooke Station Manager at Bideford Fire Station
Presentation of a project**

Graham Rooke presented information on a project that is being run by a multi-agency group including the Fire Brigade which involves school children who participate in a ten- week course. Sadly, their funding has been cut and they are taking the presentation all over the district in the hope of acquiring some funding.

1902/871 To confirm and sign the minutes of the Town Council Meeting held on 30th January 2019

It was **resolved** to confirm and sign the minutes of the Town Council meeting held on 30th January 2019 as a correct record after amending a typing error at minute no 1901/803

Proposed: Cllr Leather, Seconded: Cllr Tisdale (majority in favour, 1 abstention, Member not present at the meeting.)

- 1902/872 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)**
- Finance – 28th January 2019
 - Planning – 30th January 2019
 - Town Projects – 4th February 2019
 - Planning – 13th February 2019
- It was **agreed** to note and adopt the reports of minutes and resolutions.
- 1902/873 Action Points**
It was **agreed** to note the Action points.
- 1902/874 To receive and consider reports from the Town Clerk**
It was **agreed** to note the reports.
- 1902/875 To receive a Police Report**
No Police were present.
- 1902/876 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.
- 1902/878 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.
- 1902/879 To receive an update on the Neighbourhood Plan**
Cllr Leather gave an update on the Neighbourhood Plan – report attached to the minutes.
A request was made that the dates and venues of the consultation should be put on Facebook and on our website.
Cllr Brading proposed a vote of thanks for Cllr Leather for the huge amount of work he has done for the Neighbourhood Plan. This was seconded by Cllr Mrs Whittaker and all Members voted in favour.
Action Point – Dates and venues of the consultation to be put on Facebook and our website
- Cllr Tisdale gave his apologies and left the meeting at this juncture.
- 1902/880 To consider correspondence**
- Response from Rt.Hon. Geoffrey Cox re slipway (*sent by e-mail*)
 - Response from TDC re slipway (*sent by e-mail*)
 - Response from DCC (2) re our complaints regarding the diversion and S106 monies (*sent by email*)
 - Response from TDC re naming of Westward Ho! Park (*sent by email*)
 - Letter from TDC re Connecting Actively to Nature (*sent by email*)

It was **agreed** to note the correspondence. However, Members were disappointed with the response from Torridge District Council regarding the slipway and the naming of Westward Ho! Park where it was felt there must be clear evidence that it has always been a park with adjoining roads, Park Avenue, Park Lane and Park View Terrace.

- 1902/881 To receive correspondence regarding a grant/donation for “Slightly Different”**
It was **resolved** to award a grant of £300 and whilst writing explain the grant process for the future.
Proposed: Cllr Leather, Seconded: Cllr Hancock (6 in favour 1 against)
Action Point – Write awarding grant of £300 and explain the grant process for the future.
- 1902/882 To consider a proposal that the twinning crest be included on Northam Town Council headed paper (Cllr Himan)**
It was **resolved** to proceed with sample 1, subject to agreement from the Twinning Association and Mondeville and Buddenstedt
Proposed: Cllr Brading, Seconded: Cllr Laws (all in favour)
Action Point – Proceed with headed notepaper, Sample 1, subject to agreements
- 1902/883 To receive an update from the Mayors and Town Clerks recent meeting**
- To include possible job share of a Community Warden, with Bideford Town Council
- It was **resolved** to go ahead with the pilot scheme and to arrange a joint meeting with Bideford Town Council, Northam Town Council and Torridge District Council to obtain full costings and further information.
Proposed: Cllr Leather, Seconded: Cllr Brading (all in favour)
Action Point – Arrange joint meeting with Bideford Town Council and Torridge District Council
- 1902/884 To consider a press release for the election and selection of posters**
It was **resolved** to go ahead with the press release after making slight amendments and to use Poster no 1 to publicise the opportunity to become a local Councillor.
Proposed: Cllr Brading, Seconded: Cllr Leather (all in favour)
Action Point – Go ahead with press release using Poster 1
- 1902/885 To consider the dates for the Annual Electors Meeting, Grants Presentation Evening and Newsletter in relation to Purdah**
It was **resolved** to proceed with the Annual Electors meeting on the date set and not to proceed with a Grants Evening or the Newsletter during Purdah. A larger newsletter will be produced after the election with Councillor reports and Finance included and distributed to every household. The grants will be distributed at the beginning of the Financial Year and following the election a networking evening will be arranged.
Proposed: Cllr Mrs Whittaker, Seconded: Cllr Hancock (majority in favour, 1 against)
Action Point – Arrange future Newsletter and arrange networking evening after election
- 1902/886 To review**
- A. Standing Orders
 - B. Financial Regulations
 - C. Risk Assessment Management
 - D. Investment Strategy
 - E. Internal Control

It was **resolved** to accept the amendments to the Standing Orders and Financial Regulations to comply with NALC and the review of the Risk Assessment Management, Investment Strategy and Internal Control.

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

Action Point – Amend Standing Orders and Financial Regulations as accepted

1902/887

Street Matters

Raleigh Hill works have now been completed.

A very large pothole in North East Street has been repaired and DCC have been made aware that Springfield Terrace has recently been badly flooded. The Town Clerk was asked to write to the Electricity Company requesting that the overhead wires in Nelson Road are put underground.

The issue of Chircombe Lane was raised. Members advised that the land in question is shown on the owner's deeds.

Action Point – Write to Electricity Company re Nelson Road

1902/888

Summary Report from a District Member

Cllr Mrs Whittaker advised that she had attended the latest meeting at Appledore Shipyard. It had been very positive. A number of companies have been shown around. She had been lobbying. Nothing has been decided but the situation is more positive and hopeful. She had also attended a meeting regarding the North Devon Link Road recently where questions were asked with regard to the process and the choice of which section of road would be completed. She had also attended a HATOC meeting, chaired by Cllr Eastman, and Devon County Council have provided some money for a pothole fund. She has also attended a recent meeting on Cyber Crime training where the importance of regular changes to passwords was stressed.

At this juncture Cllr Hancock gave his apologies and left the meeting.

1902/889

Report from County Councillor

The County Councillor had sent his apologies so there was no report.

There being no further business the meeting closed at 8.55 pm.

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

DRAFT