

Northam Town Council – Minutes of a meeting of the Town Council held on Wednesday 30th January 2019 in the Council Chamber, Town Hall, Windmill Lane, Northam commencing at 7.00 pm

Present: Cllrs Davis (Chairman), Rev Arnold, Brading, Eastman, Hames, Hancock, Himan, Laws, Leather, Sherborne and Tisdale

In attendance: Mrs M J Mills, Town Clerk

1901/795 Apologies

Apologies were received from Cllrs Mrs Whittaker, Berryman, Edwards

1901/796 Chairman's Announcements

- Members were advised of the date of the sewer connection for the affordable homes at Ridgeway Crescent, West Appledore to the main sewer.
- The Mayor reminded everyone of the date of his Charity Event, 23rd February 2019 at 7.15 pm.

1901/797 Declarations of interest

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

1901/798 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 deleting agenda item 31, which has been moved to Part A and bringing forward item 25 to follow item 8. Proposed: Cllr Leather, Seconded: Cllr Tisdale (all in favour)

**1901/799 To receive Graham Rooke Station Manager at Bideford Fire Station
Presentation of a project**

Graham Rooke sent his apologies and hopes to attend a future meeting.

**1901/800 To confirm and sign the minutes of the Town Council Meeting held on 28th
November 2018**

It was **resolved** to confirm and sign the minutes of the Town Council meeting held on 28th November 2018 as a correct record.

Proposed: Cllr Leather, Seconded: Cllr Hancock (majority in favour, 2 abstention, Members not present at the meeting)

**1901/801 To confirm and sign the minutes of the Special Town Council Meeting held on 5th
December 2018**

It was **resolved** to confirm and sign the minutes of the Special Town Council meeting held on 5th December 2018 as a correct record after the addition, at minute no 1812/680, of a declaration of interest by Cllr Leather in application 25.

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

1901/802 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 – 28th November 2018
- Town Projects – 3rd December 2018
- Planning – 11th December 2018
- Finance – 17th December 2018
- Planning – 9th January 2019
- Town Projects – 14th January 2019
- Northam Burrows and Forum – 21st January 2019
- Human Resources – 23rd January 2019

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

Brought forward agenda item 25

1901/803 Street Matters

- **Devon County Council** – Temporary prohibition of through traffic from Wednesday 13th March to Friday 15th March 2019 (inclusive) at Northam Road, Bideford to allow renewal of faulty underground cable.
- **Devon County Council** – Temporary prohibition of through traffic from Tuesday 19th March to Friday 22nd March 2019 (inclusive) at Irsha Street, Appledore to enable alteration and relay gas service 3M.
- **Devon County Council** – Temporary prohibition of through traffic from Monday 18th February to Friday 22nd February 2019 (inclusive) at Meeting Street, Appledore to enable GAD service.
- **Devon County Council** – Temporary prohibition of through traffic from Tuesday 23rd April to Thursday 25th April 2019 (inclusive) at New Quay Street, Appledore to enable new water service.
- **Devon County Council** – Temporary prohibition of through traffic from Saturday 9th to Friday 15th February 2019 (inclusive) at Lily Close, Northam to enable repairs to concrete carriageway.
- **Devon County Council** – Temporary prohibition of through traffic from Monday 11th to Tuesday 12th February 2019 (inclusive) at Raleigh Hill, Bideford to enable patching and drainage works.

The notices from Devon County Council were noted.

- Cllr Himan expressed concerns about potholes and the extensive diversion.
- Cllr Eastman had street matters included in his County Council report.
- Cllr Brading spoke about problems with the road being flooded in the dip in Heywood Road. He also advised about overgrowth on the pavement between The Links and Kala Fair. (*Maintenance men to be advised of this*).
- Cllr Sherborne had nothing to report.
- Cllr Laws spoke about Avon Lane and Beach Road. He had spoken to Highways last May and was advised that the work would be dealt with shortly. He approached them again last August as no work had been done and was advised that the work should start in January. Nothing further has taken place. He telephoned again two weeks ago and was advised that there are no funds available, there is no intention to do the work and the roads will not qualify.
- Cllr Tisdale reported that as a result of the diversion people are suffering in Bay View Road and Buckleigh Road, there is a lack of signage and motorists continue to speed in the area. He questioned why Devon County Council did not ask for money to improve Buckleigh Road when the 600 houses were built and requested a letter be sent to Devon County Council questioning this.

- Cllr Leather supports the comments about Westward Ho! and the diversion is pleased to see that the work at Raleigh Hill is scheduled for 11th February 2019. However he commented that it had been scheduled for the same time last year and no work took place.
- Cllr Hancock supported the comments on Westward Ho! and Raleigh Hill and expressed concern about speeding in Lenwood Road.
- Cllr Hames raised the matter of flooding at Bleeding Corner and Heywood Road.
- Cllr Reverend Arnold agreed with the comments about the diversion problems.
- Cllr Davis had no matters to report

It was agreed that a discussion on potholes and filling them should be included on the next Town Projects agenda.

It was proposed by Cllr Leather and seconded by Cllr Tisdale that a letter should be written to Devon County Council advising that Northam Town Council has no confidence in the current Highways management. This was so **resolved** (all in favour)

Action Point – Town Clerk to write letter to Devon County Council and item re potholes to be placed on next Town Projects agenda

1901/804

Action Points

It was **agreed** to note the Action points. The annual donation to the Cadet Group will be £100 and the gift to the cadet will be £50.

Action Point – Arrange annual donation to the Cadet Group of £100 and gift to cadet of £50

1901/805

To receive and consider reports from the Town Clerk

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

1901/806

To receive a Police Report

No Police were present.

1901/807

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.

1901/808

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.

No members of the public were present.

1901/809 To receive recommendations from the Human Resources Committee

- (1) It was resolved to recommend to Full Council that the Town Clerk completes Risk Assessment Training as a "Competent Person" following an on-line course.
- (2) It was resolved to recommend to Full Council that the Administration Officer attends a Training Course at Petroc for 2 hours a week from February to July.
- (3) It was resolved to recommend to Full Council that Tim and Ivan renew their Chapter 8 training as soon as possible.
- (4) It was resolved to recommend to Full Council that Dean Stewardson completes the Routine Play Inspector training (playground equipment) as soon as an opportunity arises.
- (5) It was resolved to recommend to Full Council that Tim and Ivan attend a mowing refresher course as soon as possible.
- (6) It was resolved to recommend to Full Council that the Town Clerk will complete the Community Governance course over two years with a caveat on repayment of the course costs on a sliding scale should she leave her employment with the Town Council.

Cllr Leather, as Chair of Human Resources, advised that the Human Resources Committee had unanimously accepted the first five recommendations, the last recommendation received 6 votes in favour and 1 abstention. He therefore proposed that all 6 recommendations be accepted en bloc. This was seconded by Cllr Tisdale. There was a further proposal from Cllr Hames that each recommendation should be considered individually, this did not receive a seconder.

A vote was taken on the original proposal and it was so **resolved** with 10 votes in favour and 1 against.

Action Point – Town Clerk to arrange all training

1901/810 To ratify a decision made under Chairman's announcements that a letter of support is sent to TDC in connection with the proposal for the new Burrows Centre

It was **resolved** to ratify the decision that a letter of support is sent to TDC in connection with the proposal for the new Burrows Centre.

Proposed: Cllr Sherborne, Seconded: Cllr Brading (majority in favour, 1 vote against)

1901/811 To receive an update on the Neighbourhood Plan

A report from Cllr Leather is attached.

1901/812 To consider correspondence

- CPRE Magazine (*held in office*)
- In Bleibender Erinnerung – card from Chairman of Twinning, Olaf Bartels, in Buddenstedt in remembrance of Alderman Evers (*held in office*)
- Scope – notice of house-to-house collections – 1st – 21st April 2019 and 6th – 26th April 2020 (*held in office*)
- Praise for Maintenance Men from the Braund Family (*sent by e-mail*)
- Response from South West Heritage Trust (*sent by e-mail*)
- Response from TDC regarding the name of Westward Ho! Park (*herewith*)

It was agreed to note the correspondence. The Town Clerk was asked to write back to TDC asking was there an Officer report prepared and which Committee was the request referred to.

Action Point – Town Clerk to write to TDC

- 1901/813 To receive an update on the May Fair**
Members were advised that a larger programme is being prepared to accommodate the waiting list of advertisers and raffle tickets will be on sale before and during the event.

At this juncture Cllrs Tisdale and Revered Arnold gave their apologies and left the meeting.
- 1901/814 To consider future donations to the North Devon Records Office through to March 2022**
This will be considered by the new Council.
Action Point – Place item on future agenda for new Council
- 1901/815 To consider an invitation from Bideford Town Council to join their Tourism Committee**
The Town Clerk was asked to write to Bideford advising that we support the idea. It was **resolved** to wait until the new Council is appointed before selecting a Councillor to join the Committee.
Proposed: Cllr Himan, Seconded: Cllr Brading (all in favour)
Action Point – Place item on future agenda for new Council
- 1901/816 To consider a proposal that the twinning crest be included on Northam Town Council headed paper (Cllr Himan)**
It was **resolved** to include both crests and “twinned with” at the foot of the headed notepaper, a draft will be prepared and brought to the next meeting after consulting with both Towns that they are happy for us to use their crests.
Proposed: Cllr Himan, Seconded: Cllr Brading (all in favour)
Action Point – Consult with Mondeville and Buddenstedt and bring draft to next meeting

At this juncture Cllr Hancock gave his apologies and left the meeting.
- 1901/817 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
- This was deferred to the next meeting to allow the Town Clerk to attend a proposed meeting with neighbouring Town Councils and TDC.
Action Point – Item to be placed on next agenda
- 1901/818 To consider holding some type of “Election Road Show” to make residents aware of the forthcoming elections**
This will be included as an agenda item at the Annual Electors meeting and it was **resolved** to place suitably worded adverts in the Gazette inviting interested parties to make contact with the Town Clerk for further information.
Proposed: Cllr Leather, Seconded: Cllr Eastman (all in favour)
Action Point – Place item on Annual Electors meeting agenda and place advert in the Gazette
- 1901/819 Funding for Plastic Reduction (Cllr Hames)**
Cllr Hames has circulated the Plastic Reduction strategy. It is a comprehensive document. He will attend the next meeting on 12th March and the Town Clerk was asked to send in a copy of our crest for inclusion on the strategy document. Members reiterated that they support the cessation of single use plastic.

1901/820 Summary Report from a District Member

- Cllr Himan has been away so had nothing to report.
- Cllr Davis advised that he has been busy with the Pitt Hill application which he has called in.
- Cllr Laws advised that it has been a quiet time but matters are starting to move ahead again. The reports on the tip are being worked on. He was then asked if there was any news on the TDC play strategy and advised that it had been presented to Community Resources Committee but had not been accepted. It was felt that there had been a misunderstanding with regard to the report and it will be taken back to Committee. The initial strategy is to complete a full audit of all play equipment owned by TDC. He hopes it will now move forward. He then advised that the Business Plan submitted for Westward Ho! Park has gone to an independent Inspector. It will then pass to a management group at Torridge and if accepted will then go to Community and Resources.

1901/821 Report from County Councillor

Cllr Eastman will be supplying the Town Clerk with a report which will be copied and circulated to Members.

DRAFT

There being no further business the meeting closed at 8.40 pm.

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

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