

Northam Town Council – Minutes of a meeting of the Town Council held on Wednesday 30th May 2018 in the Council Chamber, Town Hall, Windmill Lane, Northam commencing at 7.00 pm

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

In attendance: Mrs M J Mills, Town Clerk, Cllr N Laws (District Councillor)
Member of the public

1805/061 Apologies

Apologies were recorded on behalf of Cllrs Rev Arnold, Berryman and Brading

1805/062 Chairman's Announcements

The Chairman advised that Cllr Rev Arnold had been elected to serve on Northam Ward, he sent his apologies for the meeting as he had a prior engagement arranged before he was elected.

1805/063 Declarations of interest

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

1805/064 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 Leather (all in favour)

1805/065 To confirm and sign the minutes of the Annual Town Council Meeting held 9th May 2018

It was **resolved** to confirm and sign the minutes of the Annual Town Council meeting held on 9th May as a correct record.
Proposed: Cllr Leather, Seconded: Cllr Hancock (majority in favour, 2 abstentions, not present at the meeting)

1805/066 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 – 23rd April 2018
- Planning – 25th April
- Town Projects – 8th May
- Planning – 9th May 2018
- Finance – 21st May

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

1805/067 Action Points

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

1805/068 To receive and consider reports from the Town Clerk

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

1805/069 To receive a Police Report

No Police were present

- 1805/070** **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.
- 1805/071** **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 wished to speak
- 1805/072** **To ratify the decision made under Chairman’s Announcements (April 2018)**
“To purchase security for the containers and staff room at Northam Hall”
It was **resolved** to ratify the decision.
Proposed: Cllr Edwards, Seconded: Cllr Tisdale (all in favour)
- 1805/073** **To receive a report on Governance Statement Assertions & requirements**
It was **agreed** to note the report.
- 1805/074** **To consider the Annual Governance Statement**
The statements were read and it was **resolved** to accept the Annual Governance Statement.
Proposed: Cllr Hames, Seconded: Cllr Edwards (all in favour)
- 1805/075** **To consider the Accounting Statements**
It was **resolved** to accept the Accounting Statements.
Proposed: Cllr Hames, Seconded: Cllr Tisdale (all in favour)
- 1805/076** **To consider quotes for the Deputy Mayor medallions**
After some discussion, it was **resolved** to purchase the medallions and collarettes from Fattorini, option reference 21 was the preferred choice.
Proposed: Cllr Leather, Seconded: Cllr Hancock (5 in favour with 3 against and 1 abstention)
Action Point – Town Clerk to accept quote.
- 1805/077** **To receive an update on the Neighbourhood Plan**
Cllr Leather advised that Maria Bailey Planning has just been taken over. Maria Bailey would like to continue as our consultant and we hope to have more information on 31st May. He further advised that he intends to cancel the meeting on 4th June as he does not believe that the three groups will have had time to meet and report back.

1805/078

To consider correspondence

- Letter re gig boat request
It was **agreed** to reply advising that there is currently no available space, but should space become available the letter writer would be informed.
It was **resolved** to refer the Appledore Boat Park Terms and Conditions to Town Projects Committee to be reviewed prior to next years renewals.
Proposed: Cllr Tisdale, Seconded: Cllr Edwards (all in favour)
Action Point – Town Clerk to respond and add item to the next Town Projects agenda.
- Letter from Seafarers UK
It was **resolved** to participate in organising a flag hoisting ceremony and registering with Seafarers UK
Proposed: Cllr Tisdale, Seconded: Cllr Leather (all in favour)
It was further **agreed** to invite the Appledore Band to participate.
Action Point – Town Clerk to arrange ceremony and contact Appledore Band.
- Next Bideford, Northam and Rural Parishes Area Advisory Group Meeting
Members were invited to submit items for the agenda of this meeting. The previous meeting was cancelled due to lack of agenda items and if this continues the area group meetings may be discontinued. A request for an agenda item in respect of cemetery provision has been received and the Town Clerk will e-mail Members to remind them of the agenda items they may want discussed.
Action Point – Town Clerk to e-mail reminder regarding agenda items

1805/079

To receive recommendations from the Finance Committee;

- That the funds in the road safety budget be re-allocated to the Town Projects Project Provision.
- That failure to collect grant cheques within 6 months of the Grants Presentation Evening, will result in the funds being returned to the Grants Budget.

It was **resolved** to accept the recommendations.

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

Action Point – Town Clerk to make budget adjustment and update Grants conditions

1805/080

To consider new Councillor appointments to committees

It was **resolved** to appoint Cllr Rev Arnold to the Town Projects and Northam Burrows Committees.

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

1805/081

To receive an update on the May Fair 2018

This will be on the next agenda.

Action Point – item to remain on the agenda

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

1805/082 Street Matters

- Devon County Council – Temporary prohibition of through traffic and parking: Stanwell Hill, Westward Ho! from Monday 30th July 2018 to Wednesday 1st August 2018 (both dates inclusive) to enable Openreach works – access to overhead network for cabling
- Wales & West Utilities – Road Closed: Irsha Street, Appledore between the Churchfield Road to Jubilee Road on 2nd July 2018 to 4th July 2018 to lay new gas connection.
It was **agreed** to note the Street Matters.

Members were reminded that if they wish to report any problems, this should be done on the Devon County Council website.

1805/083 Summary Report from a District Member

Cllr Mrs Whittaker gave a brief report reminding Members that there will be an Election at Westward Ho! on 28th June. There are lots of applications being received for the New Homes Bonus scheme. From April 2018, Ward Cllrs can give some of their funding to Town and Parish projects. She recently attended a meeting in Exeter of a joint committee for devolution. She went on to speak about the new waste and recycling programme, the early days have been quite tough, and many people came in to register for green waste bins at the last minute. She also recently attended a presentation by 1610 and attended the Civic Twinning Lunch.

Members queried the payment system at the Swimming Pool which is apparently only accepting card payments. However, Cllr Mrs Whittaker advised that if members of the public only have cash they should not be turned away.

Cllr Himan advised that a number of residents have not yet received their new bins and said that members of the public should e-mail Torridge and ask when they can expect them. Riverbank House also do not accept cash payments and Ward Cllrs have received a number of calls asking how the green waste bins can be paid for. He went on to say that he has seen the designs for the new Northam Burrows Visitors Centre and feels it will be a great asset.

1805/084 Report from County Councillor

Cllr Eastman gave a brief report and advised that the Neighbourhood Manager is moving from Gas Lane, Torrington to Okehampton. He was very pleased that the Deputy Mayor will be opening the Appledore Green Village Fete and looks forward to the report on the Mayfair which he felt was spectacular this year.

PART B

There being no further business the meeting closed at 8.05 pm

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

DRAFT