

Northam Town Council – Minutes of a meeting of the Town Council held on Wednesday 26th September 2018 in the Council Chamber, Town Hall, Windmill Lane, Northam commencing at 7.00 pm

Present: Cllrs Davis (Chairman), Mrs Whittaker, Rev Arnold, Brading, Eastman, Edwards, Himan, Leather and Tisdale

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

1809/427 Apologies

Apologies were received from Cllrs Berryman, Hames, Hancock, Laws and Sherborne

1809/428 Chairman's Announcements

- The Chairman advised he had completed his sponsored walk for his charities.
- He advised there has been a nomination for an Alderman and this will be considered at the next Full Council meeting.
- Members were advised that an e-mail with a price for the Christmas Tree Brackets has been received. They agreed to proceed with the lower price subject to the materials being the correct thickness and being hot dipped galvanised. This will be ratified at the next meeting.
- The Town Clerk advised that TDC has confirmed that S106 monies will be provided for work at Lord's Meadow. It was **agreed** to proceed urgently and this will be ratified at the next Full Council meeting.
- The Chairman advised that the office will be closed all day on Wednesday 3rd October to enable the staff to attend the DALC AGM and training.

Action Point – Place items on agenda for ratification at next Full Council meeting and nomination for Alderman

1809/429 Declarations of interest

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

1809/430 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 item 25 to follow item 10.

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

1809/431 To confirm and sign the minutes of the Town Council Meeting held on 29th August 2018

It was **resolved** to confirm and sign the minutes of the Town Council meeting held on 29th August 2018 as a correct record.

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

1809/432 To confirm and sign the minutes of the Special Town Council Meeting held on 5th September 2018

It was **resolved** to confirm and sign the minutes of the Special Town Council meeting held on 5th September as a correct record.

Proposed: Cllr Davis, Seconded: Cllr Leather (3 in favour 6 abstentions, not present at the meeting)

1809/433 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 – 29th August 2018
- Town Projects – 3rd September 2018
- Northam Burrows Committee – 10th September 2018
- Northam Burrows Forum – 10th September 2018
- Planning – 12th September 2018
- Finance – 17th September 2018

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

1809/434 Action Points

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

1809/435 To receive and consider reports from the Town Clerk

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

1809/436 To receive a Police Report

No Police were present.

Item 25 brought forward

1809/437 To consider adoption of a Business Plan for Westward Ho! Park and confirmation that Northam Town Council is committed to acquiring the Westward Ho! Park

It was **resolved** to submit a Final Business Plan at the next Full Council Meeting, (this will be prepared by Cllr Laws and Cllr Brading)

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

At this juncture it was **resolved** to suspend Standing Orders to allow a member of the public to speak.

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

It was further **resolved** to re-instate Standing Orders.

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

Following some discussion, it was further **resolved** to confirm that Northam Town Council is committed in principle to acquiring the Westward Ho! Park.

Proposed: Cllr Brading, Seconded: Cllr Tisdale (majority in favour with two abstentions.)

Cllr Himan and Cllr Mrs Whittaker declared interests as TDC Councillors

It was then **resolved** that the vote be recorded.

Proposed: Cllr Brading, Seconded: Cllr Leather (four in favour with three against and two abstentions)

The votes were recorded as follows – Members in favour: Cllrs Rev Arnold, Brading, Davis, Eastman, Edwards, Leather and Tisdale, Members abstaining; Cllrs Mrs Whittaker and Himan.

Action Point – Final Business Plan to be submitted at next Full Council meeting. Confirm that Northam Town Council is committed in principle to acquiring the Westward Ho! Park.

- 1809/438** 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.
- 1809/439** **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
- 1809/440** To consider a proposal from the Special Meeting on 5th September 2018 “that a new date be agreed for the deferred items from the 5th September meeting”
It was **resolved** that all Members should be offered three dates for the meeting. 17th or 24th October or 7th November. The date will be that selected by the majority, and Members will be requested to respond within a week of the e-mail. Proposed: Cllr Edwards, Seconded: Cllr Tisdale (majority in favour 2 abstentions.)
Action Point – Publish agenda when date has been set for Special Meeting
- 1809/441** To ratify a decision made at Full Council on 29th August that a donation be made to Appledore Lifeboat for their fund-raising event
It was **resolved** to ratify the decision to make a donation of £750 to Appledore Lifeboat.
Proposed: Cllr Brading, Seconded: Cllr Tisdale (all in favour)
Action Point – Arrange donation to be paid
- 1809/442** To consider sponsoring a Christmas Tree at St Margaret’s Church
It was **resolved** to sponsor a tree at St Margaret's Church.
Cllr Rev Arnold declared an interest.
Proposed: Cllr Mrs Whittaker, Seconded: Cllr Tisdale (all in favour.)
Action Point – Sponsor Christmas tree
- 1809/443** To consider recommendations from Finance Committee
May Fair
(a) Members **resolved** to recommend to Full Council that visiting Mayors and Dignitaries do not pay for a luncheon but be invited to make a donation to the current Mayor’s Charities. Also that a donation from the May Fair to the Mayor’s charities should not be made in future.

(b) It was further **resolved** to recommend to Full Council that in future a buffet lunch be offered to visiting Mayors and Dignitaries.

(c) It was further **resolved** to recommend to Full Council that costings as presented for the May Fair should be accepted and that Cllr Brading works within the balance held for the May Fair for 2019.

Honours Board

(d) It was further **resolved** to recommend to Full Council that the Mayor's Cadet Honours Board and signwriting be funded from the Council Tax reserves.

It was **resolved** not to accept the recommendations from Finance Committee (a) and (b)

It was **resolved** that a hot lunch would be provided but all attendees will be charged for their meal.

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

It was further **resolved** to accept the recommendations from Finance Committee (c) and (d)

Proposed: Cllr Himan, Seconded: Cllr Mrs Whittaker (all in favour)

1809/444

To receive an update on Northam Burrows Charity registration

The Town Clerk advised that following a meeting with Mrs Wallace and Staci Dorey from TDC, at their request our solicitor has been asked to contact them to clarify the position.

1809/445

To consider speeding on Churchill Way

It was **resolved** that the Town Clerk should contact the Head of Highways and the Cabinet Member for Highways expressing the extremely serious concerns that the Town Council Members have in relation to speeding in the Town Council area.

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

The Town Clerk was asked to copy in the Police and Crime Commissioner and Inspector Kenneally.

Action Point – Town Clerk to contact appropriate authorities

1809/446

To consider a proposal that Guest Speakers be limited to one per Full Council Meeting (Cllr Sherborne)

It was resolved to limit guest speakers to one per Full Council Meeting.

Proposed: Cllr Mrs Whittaker, Seconded: Cllr Tisdale (all in favour.)

Action Point – Limit guest speakers to one per full Council meeting in future

1809/447

To receive an update on the Neighbourhood Plan

Cllr Leather reported that the Town Clerk and himself went to a Devon Communities Together meeting in Sampford Peverell last Thursday. The meeting was called to discuss Neighbourhood Development Plans. It was pleasing to know we are on the right track with our process. Keep it brief, stick to the policies, identify possible future sites.

Our call for sites will be discussed at the next steering group meeting on 15th October. We have had some submissions from landowners.

Our draft policies on housing, the environment, tourism and business are also for discussion and hopefully confirmation at the next steering group.

Once we have a pre-submission draft ready, we will need to hold several public meetings throughout the Northam area. This will be the first chance for the public to assess what we have in draft form.

The plan will have an addendum of issues which are of concern to our residents and businesses but cannot be written in any development policy.

It was **resolved** that a vote of thanks to Cllr Leather be recorded for all his hard work. Proposed: Cllr Brading, Seconded: Cllr Edwards (majority in favour with one abstention)

- 1809/448 To consider correspondence**
- DALC Annual report 2017/18 including Devon Remembers Commemorative booklet
- This was noted.
- 1809/449 To receive an update on the May Fair**
- Cllr Brading advised that he has started to prepare and will bring proposals to the next Town Projects meeting. He is also looking for businesses to advertise in the programme, please inform him if anyone is interested.
- 1809/450 To consider assistance with funding for Appledore Hall**
- It was **resolved** to move ahead with a 5-year interest free loan to be paid back in five annual instalments, subject to other sources not being available within the next three weeks.
- Proposed: Cllr Brading, Seconded: Cllr Mrs Whittaker (all in favour)
- Action Point – move ahead with interest free loan**
- 1809/451 To consider 3 vacancies on Committees, (Human Resources)**
- Cllr Himan, Cllr Tisdale, Cllr Mrs Whittaker.
- Cllr Mrs Whittaker withdrew her nomination and Cllr Rev Arnold was put forward
- It was **resolved** to appoint the three nominees.
- Proposed: Cllr Brading, Seconded: Cllr Edwards (all in favour)
- 1809/452 Notice of Motion from Cllr Edwards:**
- “That the publication of agendas for meetings is increased to not less than five clear working days before meetings and that agendas are accompanied by all relevant documentation to be discussed at that particular meeting”**
- Current Standing Orders as per Town and Parish Council legislation are as follows:*
- 3 b The minimum three clear days for notice of a meeting does not include the day on which notice was issued, the day of the meeting, a Sunday, a day of the Christmas break, a day of the Easter break or of a bank holiday or a day appointed for public thanksgiving or mourning.*
- Cllr Edwards notice of motion did not receive a seconder.
- At this juncture Cllr Tisdale gave his apologies and left the meeting.
- 1809/453 To consider the Autumn Newsletter (herewith)**
- It was **resolved** to proceed with the publication.
- Proposed: Cllr Brading, Seconded: Cllr Davis (all in favour)
- Action Point – proceed with publication**
- 1809/454 Street Matters**
- Temporary prohibition of through traffic – Youngaton Road, Westward Ho! on Monday 5th November 2018 to enable fibre cabling.
- Street Matters were noted.
- 1809/455 Summary Report from a District Member**
- Mrs Whittaker gave a report, advising the Local Plan has been accepted by the Inspector, she spoke also about concerns with the shipyard. She also spoke about planning matters regarding Heywood Rd and Bayview Road.
- 1809/456 Report from County Councillor**
- Report attached.

There being no further business the meeting closed at 9.15 pm.

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

DRAFT