

Northam Town Council - Minutes of the Town Projects and Asset Management Meeting held on Monday 5th March 2018 in the Committee Room, Town Hall, Northam at 10.00 am.

Present: Cllrs Tisdale (Chairman), Berryman, Brading, Davis, Edwards, Hames, and Leather

In attendance: Mrs M J Mills, Town Clerk

1803/1197 Apologies

Apologies were received from Cllrs Mrs Whittaker, Eastman and Himan

1803/1198 Chairman's announcements

The Chairman announced the death of Councillor Miller at the weekend and arrangements are being put in place to fly the relevant flags at half-mast.

1803/1199 Declarations of interest

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

1803/1200 To agree the agenda as published

It was **resolved** to agree the agenda as published.
Proposed: Cllr Brading, Seconded: Cllr Davis (all in favour)

1803/1201 To confirm and sign the minutes of the Town Projects Meeting held 12th February 2018 as a correct record (*herewith*)

It was **resolved** to confirm and sign the minutes of the meeting held 12th February 2018 as a correct record.

Proposed: Cllr Hames, Seconded: Cllr Davis (majority in favour with 1 abstention, Member not present at the meeting)

1803/1202 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.

No members of the public were present.

1803/1203 To consider Action Points

It was **agreed** to note the Action Points. Discussion regarding cladding will be on the next agenda.

Action Point – Place item on the next agenda

1803/1204 To consider a Financial Report in respect of Town Projects & Asset Management

It was **resolved** to accept the Financial Report
Proposed: Cllr Hames, Seconded: Cllr Davis (all in favour)

1803/1205 To receive an update on Festoon Lighting extension at Westward Ho!

Plans have been submitted to Torridge District Council and a quote requested from SSE for the work that is required. The Mayor advised that Mr R Braddick has kindly offered to contribute £1000 towards the cost.

- 1803/1206 To consider a report from Cllr Berryman and Cllr Hames regarding waste**
 Cllr Hames and Cllr Berryman reported that SAS require our accreditation. It was **resolved** to send a formal letter.
 Proposed: Cllr Hames, Seconded: Cllr Berryman (all in favour)
 A report was requested on the next agenda regarding the cost of replacing plastic items.

A further matter was raised about liaising with Torridge in connection with the Maintenance Men perhaps collecting black sacks from holiday areas.
 Proposed: Cllr Leather, Seconded: Cllr Davis (all in favour)

Also, Cllr Brading has provided the Leader of Torridge with a leaflet on the operation of bin bags in Cornwall.

Action Point – Town Clerk to send formal letter regarding accreditation and place item on the next agenda regarding cost of replacing plastic items. Also liaise with Torridge.

- 1803/1207 Update on the list of equipment for the Maintenance Men**
 The Mayor advised that he had collected a steel frame work bench for the men which includes a vice. The containers are wired now enabling them to be used as workshops. Cllr Tisdale proposed a vote of thanks to Cllr Brading for the work he has done with regard to the equipment.
 It was **resolved**, if satisfactory, for the work to go ahead with the purchase of a chipper; the funding will be met from the reserves in the TAP fund.
 Proposed: Cllr Brading, Seconded: Cllr Leather (all in favour)

The Mayor has also come to an agreement with one of the maintenance men to purchase further equipment.

Action Point – Go ahead with the purchase of a chipper subject to it being satisfactory to the men's requirements.

- 1803/1208 To consider signs for the benches**
 It was **resolved** to order 50 signs.
 Proposed: Cllr Brading, Seconded: Cllr Leather (all in favour)
Action Point – Order signs

- 1803/1209 Anchor Park**
- Play inspection report
- It was **resolved** to defer this to the next meeting.
Action Point – Place item on the next agenda
Cllr Brading will prepare a report and TK Play will be contacted if necessary
 Members agreed to bring forward agenda item 16.

- 1803/1210 To consider Bone Hill flagpole**
- Steps – Cllr Davis will prepare drawings in relation to the provision of steps. Quotes will be sought.
 Proposed: Cllr Davis, Seconded: Cllr Brading (all in favour)

The Mayor advised that two new pieces have been bolted on. On Friday the ropes were spliced and will hopefully be fitted shortly. The top pulley and eye need replacing. DM Scaffolding will raise the height and harnesses will be provided for the work; also the flagpole will be painted.

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

- 1803/1211 Update on footpaths**
Members were advised that footpath 17 urgently requires planings.
- 1803/1212 To consider dog bins and dispensers**
This will be placed on the next agenda and the maintenance men will be asked to review the current list of problems.
Action Point – Place item on next agenda
- 1803/1213 Update on the emergency plan**
This will be on the next agenda.
Action Point – Place item on next agenda
- 1803/1214 Update on installation of new Christmas trees and lights in Westbourne Terrace**
Work is in progress.
- 1803/1215 To consider an update on the May Fair**
The Mayor advised that Councillors had been approached for a contribution from their District Council allowance. Sponsorship for the programme is being sought; a Viking re-enactment group have been booked. The Lightning has been placed on a road trailer and it is hoped that will be in place for the May Fair, possibly with scaffolding, which will enable children to sit in the aircraft and have their photo taken.
- 1803/1216 Update on Westward Ho! Park**
Cllr Brading and Cllr Eastman are each contributing to the cost of a barrister to seek further clarification. Documents are being prepared with the Town Clerk to send through.
- 1803/1217 To consider an update on designs for the skate park**
It was **resolved** to move forward with one of the designs. A request was made that maybe mermaids could perhaps be included.
Proposed: Cllr Leather, Seconded: Cllr Brading (majority in favour 1 against)
- 1803/1218 To consider general sponsorship**
This will be placed on the next agenda. Members are invited to bring forward suggestions at that time. It was **resolved** to move forward with this.
Proposed: Cllr Tisdale, Seconded: Cllr Brading (majority in favour 1 against)
Cllr Tisdale thanked the Town Clerk for preparing the document.

1803/1219 To **resolve:** that under section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 that the public and press be excluded from the meeting
It was **resolved** that under section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 the public and press be excluded from the meeting.
Proposed: Cllr Edwards, Seconded: Cllr Berryman (all in favour)

1803/1220 **To confirm and sign the minutes of the Town Projects Meeting held 12th February 2018 as a correct record (PART B)**
It was resolved to confirm and sign the minutes as a correct record.
Proposed: Cllr Leather, Seconded: Cllr Berryman (majority in favour, 1 abstention Member not present at the meeting)

1803/1221 **To resolve to readmit members of the press and public**
It was **resolved** to readmit members of the press and public.
Proposed: Cllr Edwards, Seconded: Cllr Leather (all in favour)

There being no further business the meeting closed at 11.25 pm

Signed Dated.....

