

**Northam Town Council - Minutes of the Town Projects and Asset Management Meeting held on Tuesday 8<sup>th</sup> May 2018 in the Committee Room, Town Hall, Northam at 11.00 am.**

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

**In attendance:** Mrs M J Mills, Town Clerk

**1805/1353 Apologies**

Apologies were received from Cllr Mrs Whittaker, Berryman, and Eastman

**1805/1354 Chairman's announcements**

The Chairman had no announcements but was advised of drainage problems at the Community Centre during the May Fair. It was agreed to invoice Torridge.

**Action Point – Invoice to be sent to Torridge**

**1805/1355 Declarations of interest**

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

**1805/1356 To agree the agenda as published**

It was **resolved** to agree the agenda as published.

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

**1805/1357 To confirm and sign the minutes of the Town Projects Meeting held 9<sup>th</sup> April 2018 as a correct record (*herewith*)**

It was **resolved** to confirm and sign the minutes of the meeting held 9<sup>th</sup> April 2018 as a correct record.

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

**1805/1358 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.

**1805/1359 To consider Action Points**

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

**1805/1360 To consider a Financial Report in respect of Town Projects & Asset Management**

It was agreed to note the report

**1805/1361 To consider a proposal from the Institute of Groudsmanship with regard to Lord's Meadow (*herewith*)**

It was **resolved** to seek advice and additional quotes and bring the information to the next meeting.

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

**Action Point – Town Clerk to seek advice and additional quotes for next meeting.**

- 1805/1362 To consider an update on Bone Hill**
- **Flagstaff** (*correspondence herewith*)
  - **Works** (*Cllr Davis*)
- The flagstaff is now complete  
 It was **resolved** to contact WMS ironworks to get ideas and prices, with regard to provision of access to the flagpole to include various options and materials.  
 Proposed: Cllr Leather, Seconded: Cllr Tisdale (all in favour)  
**Action Point – Contact WMS Ironworks for options**
- 1805/1363 To consider an update on the bus shelter on Heywood Rd** (*herewith*)
- It was **resolved** to contact the suppliers as it is considered not fit for purpose.  
 Photos will be sent. Responses will be brought back to the next meeting.  
 Proposed: Cllr Leather, Seconded: Cllr Tisdale (all in favour)  
**Action Point – Suppliers to be contacted and response brought back to next meeting**
- 1805/1364 To consider an update on Festoon/Festive lighting at Westward Ho!**
- The Town Clerk advised that planning consent has been granted, there are some difficulties to be resolved with SSE before we can proceed further.
- 1805/1365 To consider an update on the boat planters**
- The installation is progressing, the donor of some of them will be invited to see the completed work.
- 1805/1366 Update on Anchor Park**
- To include fencing as agreed with property owner
- Repairs have been completed
- 1805/1367 To consider an update on the wood chipper, and insurance**
- Members were advised of the new security measures following the theft of the wood chipper, the insurance claim has been submitted.
- 1805/1368 To consider an update on the skatepark and murals**
- This will be on the next agenda  
**Action Point – Place item on next agenda**
- 1805/1369 To consider dog bins and dispensers**
- This will be on the next agenda responses awaited from TDC  
**Action Point – Place item on next agenda**
- 1805/1370 Update on the emergency plan** (*Cllr Mrs Whittaker*)
- This will be on the next agenda  
**Action Point – Place item on next agenda**
- 1805/1371 To consider an update on the May Fair**
- To include appointment of Lead Organiser
- It was **resolved** to appoint Cllr Brading  
 Proposed: Cllr Leather, Seconded: Cllr Tisdale (all in favour)  
 Cllr Brading advised that the May Fair had been very successful and thank you letters were in the process of being sent out. He had employed Graham Hobbs to take photos and asked for re-imbusement.

It was **resolved** to reimburse Cllr Brading. It was further **resolved** to reimburse him for additional expenses, relating to the May Fair, to be paid from the proceeds.

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

Cllr Brading also advised that the sound system difficulties had been overcome, the providers have built a specialist transmitter, for which there was no charge. He has secured their services for next year and the Vikings at the current price.

**Action Point – Arrange for Cllr Brading to be reimbursed**

**1805/1372 To consider an update on Footpaths (Cllr Hames)**

This will be on the next agenda

**Action Point – Place item on next agenda**

**1805/1373 To consider an update on benches at Appledore Quay**

It was discovered that although TDC have handed over the benches on the Quay, they have employed someone to work on two of them. This is being investigated by the Town Clerk particularly with regard to maintenance funding accepted by TDC.

**1805/1374 To receive a quarterly report from the Maintenance Men (herewith)**

The report was noted, the Men were to be complimented on their brilliant work, It was suggested that future reports could include problems, lack of tools and any difficulties they were experiencing.

There being no further business the meeting closed at 12.20 pm

Signed .....

Dated.....

DRAFT