

**Northam Town Council - Minutes of the Town Projects and Asset Management Meeting held on Monday 6<sup>th</sup> August in the Committee Room, Town Hall, Northam at 10.00 am.**

**Present:** Cllrs Tisdale (Chairman), Rev Arnold, Brading until minute 1808/261, Davis Hames, Himan and Leather

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

**1808/246 Apologies**

Apologies were received from Cllrs Berryman, Eastman, Edwards, Laws, and Mrs Whittaker

**1808/247 Chairman's announcements**

The Town Clerk advised that we have been awarded ten silhouettes for Remembrance Events. A letter had been received regarding permission to plant a tree at Burrough Farm. Members agreed in principle but would like to know what species and where the applicants would like it planted. This will be on the next agenda and include tree sponsorship.

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

**1808/248 Declarations of interest**

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

**1808/249 To agree the agenda as published**

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

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

**1808/250 To confirm and sign the minutes of the Town Projects Meeting held 2<sup>nd</sup> July 2018 as a correct record (*herewith*)**

It was **resolved** to confirm and sign the minutes of the meeting held 2<sup>nd</sup> July 2018 as a correct record.

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

**1808/251 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.

**1808/252 To consider Action Points**

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

**1808/253 To consider a Financial Report in respect of Town Projects & Asset Management**

It was **agreed** to note the report

**1808/254 Appledore Community Hall Refurbishment Programme 2018 (*Mr T Waters*)**

Members agreed to invite Mr Waters to the next Full Council meeting.

**Action Point – Invite Mr Waters to next Full Council meeting**

- 1808/255 To consider CCTV at Northam Hall**  
 It was **resolved** to seek quotes for CCTV, to include activation to a mobile phone.  
 Proposed: Cllr Leather, Seconded: Cllr Brading (majority in favour, 1 vote against)  
 The Town Clerk was asked to check with our insurers whether this would reduce the premium. The matter of CCTV quotes will be placed on the next agenda.  
**Action Point – Seek quotes for CCTV, check with insurers and place item on next agenda**
- 1808/256 To consider an update on Bone Hill**
- **Works** (Cllr Davis)
  - **Possible refurbishment to include investigating subsidence by the old gents toilets and funding opportunities**
- It was **resolved** to proceed with the first design presented and to obtain quotes for the temporary ladder. This will be on the next agenda. The Chairman thanked Cllr Davis for his work in preparing the designs.  
 With regard to subsidence, it was **resolved** to hire a digger to investigate the subsidence and bring a report to the next meeting.  
 Proposed: Cllr Brading, Seconded: Cllr Davis (all in favour)  
 A report on all other works required to bring Bone Hill to a satisfactory condition will be prepared for the next meeting by Cllr Brading and Cllr Davis.  
**Action Point – Proceed with first design and obtain quotes for temporary ladder. Hire digger. Place item on next agenda.**
- 1808/257 To consider single use plastics** (Cllr Hames)  
 Cllr Hames advised he had attended a recent meeting, he will update everyone when he is in receipt of the minutes.
- 1808/258 To consider an update on installation of a water fountain** (Cllr Hames report sent by email 26/7/18)  
 It was **resolved** to proceed with a drinking fountain similar to the one at Westward Ho! at the lower end price.  
 Proposed: Cllr Hames, Seconded: Cllr Rev Arnold (4 in favour 2 against and 1 abstention)  
**Action Point – Proceed with installation of water fountain**
- 1808/259 To consider an update on Festoon/Festive lighting at Westward Ho!**
- To include consideration of festive motifs (*herewith*)
- Members were given an update on the progress with the lights. It was **resolved** to proceed with the purchase of the festoon and festive lighting.  
 Proposed: Cllr Brading, Seconded: Cllr Davis (all in favour)  
**Action Point – Proceed with purchase of the festoon and festive lighting**
- 1808/260 To consider an update on the dead tree at Appledore Boat Park** (report *herewith*)  
 It was **resolved** to proceed with the purchase of a replacement tree subject to quotes and guarantees and to seek advice on the best species for a windy estuary.  
 Proposed: Cllr Brading, Seconded: Cllr Leather (all in favour)  
 Information will be brought to the next meeting.  
 It was further **resolved** to amend the terms and conditions of the boat park to ban the use of toxic or corrosive substances on the area.  
 Proposed: Cllr Brading, Seconded: Cllr Leather (all in favour)  
**Action Point – Bring information on replacement tree to next meeting and amend terms and conditions of the boat park**

- 1808/261 To consider correspondence (all herewith)**
- Letter re posts at Appledore
  - Letter re Westward Ho!
  - Letter re Maintenance Men
  - Letter re trees Lords Meadow
  - Letter re trees Dane Court
- Members noted the correspondence and appropriate replies will be sent out. The survey on the trees at Lords Meadow will be presented at the next meeting. Cllr Brading gave his apologies and left the meeting. The maintenance Men were commended for their excellent work around the Town Council area especially with regard to the flowers.
- Action Point – Send appropriate replies. Survey on trees at Lords Meadow to be presented at next meeting**
- 1808/262 To consider Windmill Lane allotments**
- To include a request to install a shed
- It was **resolved** to allow the shed to be erected on the allotments. Proposed: Cllr Leather, Seconded: Cllr Hames (all in favour)
- It was further **resolved** to proceed with legal formalities at the allotment. Proposed: Cllr Leather, Seconded: Cllr Davis (all in favour)
- Action Point – Respond to allotment holder. Proceed with legal formalities**
- 1808/263 To consider an update on the skatepark and murals and possible celebratory event (photographs herewith)**
- Members were delighted with the work at the skatepark and agreed to hold an event, possibly at the Bank Holiday weekend subject to availability. Media to be invited.
- Action Point – Arrange event at the skatepark and invite media**
- 1808/264 To consider dog bins and dispensers and review purchase of dog bags**
- The Town Clerk advised that most queries in relation to dog bins had been resolved. Members were advised of a problem with a bin in Diddywell Road and it was **resolved** to contact TDC for its removal to be trialled. Proposed: Cllr Leather, Seconded: Cllr Davis (all in favour)
- It was **resolved** to use up the remaining stock of dog bags and then remove the dispensers. This is due to the vast quantities of bags we have supplied since April 2017 and the significant expense. This will be publicised on our web site and in the next newsletter. Proposed: Cllr Leather, Seconded: Cllr Himan (all in favour)
- Action Point – Remove dispensers once remaining stock of bags has been used and publicise on website and newsletter. Contact TDC re removal of bin in Diddywell Road**
- 1808/265 Update on the emergency plan (report herewith)**
- It was **resolved** not to proceed with an emergency plan for Northam. Proposed: Cllr Davis, Seconded: Cllr Rev Arnold (all in favour)
- 1808/266 To consider parking on the slipway at Appledore (request from Maintenance Men)**
- It was **agreed** that the Maintenance Men should be supplied with “polite notice” flyers with regard to parking.
- Action Point – Supply Maintenance Men with flyers with regard to parking**
- 1808/267 To consider an update on Footpaths (Cllr Hames)**
- Cllr Hames reported that the French drain at Buckleigh has been completed. He is working on another project.

- 1808/268**      **To consider purchase of a marquee** (*report herewith*)  
Members asked that “hiring” prices be brought to the next meeting for consideration.  
**Action Point – Bring “hiring” prices to next meeting for consideration**
- 1808/269**      **To consider projects for the “Communities together Fund” (formerly the TAP fund) for 2018-19 and 2019-20**  
This will be an agenda item at the special meeting on 5<sup>th</sup> September 2018  
**Action Point – Place item on agenda of special meeting**
- 1808/270**      **To consider the purchase of a new mower with rear discharge**  
It was **resolved** to seek quotes for an appropriate machine and bring them to the next meeting.  
Proposed: Cllr Leather, Seconded: Cllr Davis (all in favour)  
**Action Point – Seek quotes for mower and bring to next meeting**
- 1808/271**      **To consider the purchase of new brackets to support the Christmas trees and Hanging Baskets and circuit breakers where required** (*herewith*)  
It was **agreed** to consult with Ashtons Electrical about circuit breakers and obtain prices for the brackets, for consideration at a future meeting.  
**Action Point – Consult with Ashtons about circuit breakers, obtain prices for brackets for consideration at future meeting**
- 1808/272**      **To consider the replacement for the wood chipper** (*report herewith*)  
The Town Clerk was asked to bring a full specification to the next meeting  
**Action Point – Bring full specification to next meeting**
- 1808/273**      **To consider hanging baskets for 2019** (*grow @Jigsaw*)  
It was **resolved** to continue with Jigsaw for all hanging baskets and planters for 2019  
Proposed: Cllr Leather, Seconded: Cllr Davis (all in favour)

There being no further business the meeting closed at 12.40 pm

Signed .....

Dated.....

DRAFT