

**Northam Town Council - Minutes of the Town Projects and Asset Management Meeting held on Monday 5<sup>th</sup> November 2018 in the Committee Room, Town Hall, Northam at 10.00 am.**

**Present:** Cllrs Tisdale (Chairman), Mrs Whittaker, Rev Arnold, Berryman, Eastman, Edwards, Hames, Himan, Laws, Leather and Cllr Davis (Mayor ex-officio)  
**In attendance:** Town Clerk – Mrs M J Mills

- 1811/551 Apologies**  
Apologies were received from Cllr Brading
- 1811/552 Chairman's announcements**  
There was a discussion about the Westward Ho! Park and the survey which TDC has commissioned. Cllr Mrs Whittaker is in contact with TDC to find out if this can be released to NTC.  
Cllr Hames raised the issue of bulb planting at Bloody Corner, it was suggested that he contact Tesco and ASDA Community workforce to see if they could provide help with planting the bulbs.
- 1811/553 Declarations of interest**  
Members were reminded that all interests should be declared prior to the item being discussed.
- 1811/554 To agree the agenda as published**  
It was **resolved** to agree the agenda as published.  
Proposed: Cllr Berryman, Seconded: Cllr Mrs Whittaker (all in favour)
- 1811/555 To confirm and sign the minutes of the Town Projects Meeting held 8<sup>th</sup> October 2018 as a correct record**  
It was **resolved** to confirm and sign the minutes of the meeting held 8<sup>th</sup> October 2018 as a correct record.  
Proposed: Cllr Leather, Seconded: Cllr Mrs Whittaker (majority in favour with 4 abstentions, Members not present at the meeting)
- 1811/556 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.
- 1811/557 To consider Action Points**  
It was **agreed** to note the Action Points.
- 1811/558 To consider a Financial Report in respect of Town Projects & Asset Management**  
• To include the Town Projects budget for 2019-2020  
It was **resolved** to agree the draft figures to include £1000 reserve for Ridgeway Drive. There was a request to seek costs for extending the Westward Ho! festoon and festive lighting all along the promenade and include that in the budget  
Proposed: Cllr Leather, Seconded: Cllr Berryman.  
The Financial Report was noted.  
It was further **resolved** to write to TDC about lighting on the slipway at Westward Ho! and request that a couple of lampposts could be erected funded from the Coastal Communities Fund.  
Proposed: Cllr Tisdale, Seconded: Cllr Laws (all in favour)  
**Action Point: complete budget notes, and send a letter to TDC**

- 1811/559 To consider an update on Bone Hill**
- **Erection of commemorative plaque from ABCT**
- It was agreed to postpone the decision until Cllr Mrs Whittaker has spoken to TDC, she was disappointed that TDC had declined an offer of a plaque on the Burrows. Members would like to see a plaque in both places. The Town Clerk was asked to respond to the letter writer expressing our interest. There was also a request for an agenda item on the next Burrows meeting to discuss putting up wartime information.  
**Action Points: Future agenda item, Town Projects and Burrows.**  
**Respond to letter writer.**
- 1811/560 To consider an update on Festoon/Festive lighting at Westward Ho!**  
The Town Clerk advised Members that everything is progressing well.
- 1811/561 To consider future Christmas lights switch on at Appledore and Westward Ho!**  
It was **resolved** to write to the relevant groups advising that the Town Council is happy for them to choose someone to switch on the festive lighting but requesting that the Town Council is advised beforehand.  
It was further suggested that the reigning May King and Queen should do the switch on at Northam.  
Proposed: Cllr Leather, Seconded: Cllr Berryman (all in favour)  
**Action Point: Write letters to the relevant groups**
- 1811/562 To consider an update on the replacement for the wood chipper**  
The report was noted.
- 1811/563 To consider a request for a shed at Windmill Lane allotments**  
It was **resolved** to allow the applicant to erect a shed, conforming to the permitted size.  
Proposed: Cllr Mrs Whittaker, Seconded: Cllr Berryman (all in favour)  
**Action Point: Respond to applicant**
- 1811/564 To consider a tree survey for the Town Council area**  
It was **resolved** to accept the quote and move forward with the tree survey.  
Proposed: Cllr Edwards, Seconded: Cllr Mrs Whittaker (all in favour)  
**Action point: move forward with acceptance of quote**
- 1811/565 To consider replacing/renewing the information boards on Bone Hill**  
It was **resolved** to replace/renew the information boards.  
Proposed: Cllr Mrs Whittaker, Seconded: Cllr Himan (all in favour)  
**Action point: move forward with acceptance of quote**
- 1811/566 To consider Footpaths**
- **Survey**
- Cllr Hames will complete the survey by mid-January 2019.
- 1811/567 To review outstanding items (Cllrs Brading & Tisdale, herewith)**  
It was **resolved** that the Town Clerk writes to Cllr Brading advising that it was the unanimous view that Members unable to attend a meeting should not submit documentation to be read by proxy through the Chairman of the meeting.  
Proposed: Cllr Leather, Seconded: Cllr Mrs Whittaker (all in favour)  
**Action point: Town Clerk to write to Cllr Brading**

There being no further business the meeting closed at 11.53 am.

Signed .....

Dated.....

DRAFT