

**Northam Town Council - Minutes of the Town Projects and Asset Management Meeting held on Monday 3<sup>rd</sup> September 2018 in the Committee Room, Town Hall, Northam at 10.00 am.**

**Present:** Cllrs Tisdale (Chairman), Mrs Whittaker, Rev Arnold, Berryman, Edwards, Hames, Himan, Laws and Leather

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

**1809/343 Apologies**

Apologies were received from Cllrs Brading, Davis and Eastman

**1809/344 Chairman's announcements**

- The Chairman asked for an update on Ridgeway Drive and was advised that the grant funding contracts have been signed and the contractor will be starting work shortly.
- The Town Clerk advised that the quote for tree work at Dane Court had been received from our usual contractors. A further quote has been submitted by the home owner. It was **agreed** to ask the usual contractor if he could meet that price and if so to invite the homeowner to share the cost.

**Action Point – Town Clerk to contact contractor then homeowner**

**1809/345 Declarations of interest**

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

**1809/346 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)

**1809/347 To confirm and sign the minutes of the Town Projects Meeting held 6<sup>th</sup> August 2018 as a correct record**

It was **resolved** to confirm and sign the minutes of the meeting held 6<sup>th</sup> August 2018 as a correct record.

Proposed: Cllr Leather, Seconded: Cllr Hames (majority in favour with 4 abstentions, Members not present at the meeting)

Cllr Hames asked that the provision of the water fountain and repair of the shower should be placed in the next newsletter.

**Action Point – Town Clerk to include item in the next newsletter**

**1809/348 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.

**1809/349 To consider Action Points**

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

**1809/350 To consider a Financial Report in respect of Town Projects & Asset Management**

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

**1809/351 To consider an update on the dead tree at Appledore Boat Park**

It was **agreed** that the dead tree should be removed as a matter of urgency and all the soil. This needs to be replaced with suitable fresh soil for planting in November/December.

It was **resolved** to purchase a new tree from the original suppliers and to check with our insurers as to a possible claim.

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

**Action Point – Town Clerk to ask Maintenance Men to prepare ground, accept quote and contact insurers.**

**1809/352 To consider quotes for CCTV at Northam Hall and update on insurance**  
Members were advised that installing CCTV would not reduce the premium but would help to safe guard against claims.

It was **resolved** to obtain a quote from Screwfix for suitable equipment.

Proposed: Cllr Himan, Seconded: Cllr Mrs Whittaker (majority in favour with 1 vote against)

**Action Point – Town Clerk to gather costings and bring back to the next meeting**

**1809/353 To consider an update on Bone Hill**

- **Works (Cllr Davis)**

This will be on the next agenda with costings.

- **Possible refurbishment to include investigating subsidence by the old gents toilets and funding opportunities**

It was **resolved** to fill the subsidence with earth and not to look at opening up the old toilets because Planning consent would be required and would not be forthcoming as building regulations would not be satisfied.

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

**Action Point – Town Clerk to arrange works to fill in subsidence**

**1809/354 To consider single use plastics (Cllr Hames)**

Cllr Hames read out some information from the last single use plastic meeting he had attended. He will circulate them to Members. Members agreed that it was unnecessary to have this as an item on every agenda. Cllr Edwards spoke about a programme he had watched recently about plastics being ground up and being used to fill pot holes.

**Action Point – Town Clerk to remove item from future agendas unless required**

**1809/355 To consider an update on Festoon/Festive lighting at Westward Ho!**

The Plans have been resubmitted. Posts are on order. The 278 agreement with Devon County Council is almost complete. The festoon lighting and bulbs have been ordered. Some of the festive lighting is not available. Members agreed to delegate the choice to the Town Clerk.

**Action Point – Town Clerk to order festive lighting**

**1809/356 To consider the purchase of new brackets to support the Christmas trees and Hanging Baskets and circuit breakers where required**

It was **resolved** to seek a price for 80 brackets which would be galvanised and circulate the cost to Members to give a final decision.

Proposed: Cllr Laws, Seconded: Cllr Hames (all in favour)

It was further **resolved** to write to all the businesses where equipment is installed explaining that we are purchasing new galvanised brackets which will remove the rust problems and invite them to make a contribution towards the cost of the work. They will also be asked if they have circuit breakers in their properties where the Christmas Tree lights are connected

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

**Action Point – Town Clerk to seek updated quote and to write to business owners.**

**1809/357 To consider bulb planting**

It was **resolved** to purchase 1,000 daffodil bulbs and proceed with planting at Bloody Corner and Burrough Farm.

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

Cllr Hames asked for thanks to the Mayoress for donating bulbs to be recorded in the minutes.

**Action Points – Town Clerk to order bulbs**

**1809/358 To consider a response with regard to planting a tree**

It was **resolved** to proceed with a tree planting scheme. Also, to respond to a request to plant a tree at Burrough Farm advising that Members were not happy with this idea but informing of the “tree sponsorship scheme”

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

**Action Point – Town Clerk to implement scheme**

**1809/359 To consider an update on the skatepark and proposed celebratory event**

The Town Clerk explained that it had not been possible to proceed with the event at the Bank Holiday. Members are keen to hold an event which will be quite small with Members invited and one or two other guests.

**Action Point – Town Clerk to arrange event**

**1809/360 To consider an update on Footpaths (Cllr Hames)**

- To include naming of footpath 36

Cllr Laws declared a personal interest and explained that Mr Barclay had fought very hard to get this footpath re-opened. He had done some considerable research and found that its original name had been Sandy Lane. Members suggested that he took the matter to the Residents' Association to choose between Sandy Lane and Ladies Path. Cllr Hames advised that both Buckleigh and 19 steps paths had been completed. It was hoped to take photos of both areas and a press report be issued.

**Action Point – Town Clerk to arrange photos and press report**

**1809/361 To consider the replacement for the wood chipper (report herewith)**

It was **resolved** to purchase the new hydraulic machine but not to proceed with the purchase until Devon County Council have decided on their grant, if an early purchase would affect the receipt of the grant.

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

**Action Point – Town Clerk to proceed with purchase when grant is confirmed**

There being no further business the meeting closed at 12.00 noon.

Signed .....

Dated.....

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