



NORTHAM TOWN COUNCIL
TOWN HALL
WINDMILL LANE
NORTHAM
DEVON
EX39 1BY

Town Clerk: Mrs Jane Mills MILCM
Telephone and Fax: 01237 474976
E-mail townclerk@northamtowncouncil.gov.uk

To: All Members of the Town Projects and Asset Management Committee
Cc: All Northam Town Councillors

You are hereby summoned to attend a meeting of the Town Projects and Asset Management Committee to be held in the Committee Room, Windmill Lane, Northam on **Monday January 9th 2023 at 6.30pm**. The agenda for the meeting is shown below.

M J Mills

Mrs Jane Mills Fd Community Governance, MILCM
Town Clerk

Date of issue 03/01/2023

The following are Members of the Town Projects and Asset Management Committee:
Councillor Mrs McCarthy, Miss Woodhouse, Edwards, Hames, Himan, Leather, Tisdale and the Mayor, ex-officio. All Councillors are invited to attend.

1 Apologies

2 Chairman's Announcements

3 Declarations of interest:

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

4 To agree the agenda between Part A and Part B (confidential information)

5 To confirm and sign the minutes of the Town Projects Meeting held 6th December 2022 as a correct record (*herewith*)

6 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 4 minutes. The period of time which is designated for public participation in accordance with standing orders shall not exceed 20 minutes.



Lords of the Manor



The local Council for Appledore, Northam, Orchard Hill and Westward Ho!
Twinned with Mondeville, France and Büddenstedt, Germany
Office open: Monday to Friday mornings



Trustees of the Common Right

- 7 To consider Action Points (*herewith*)
- 8 To consider replacement of finger posts at Westward Ho!
- 9 To consider the equipment at Anchor Park (multiplay)
- 10 To consider “TrailTale” (*email forwarded 27th December and herewith*)

Part B

- 11 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.
- 12 To confirm and sign the minutes of the Town Projects Meeting held 6th December 2022 as correct record (Part B).
- 13 To resolve to readmit members of the press and public.

Minutes

Northam Town Council – Minutes of the Town Projects and Asset Meeting held on Tuesday 6th December 2022 at 10.00am in the Council Chamber, Windmill Lane, Northam

Present: Cllrs Tisdale (Chairman), Mrs McCarthy, Miss Woodhouse, Edwards, Hames, Himan and Leather (from minute number 2212/654)

In attendance: Mrs Jane Mills – Town Clerk
Miss Tina Tucker – Admin Officer
Cllr Mrs Hodson – non-committee member

- 2212/651 Apologies**
No apologies were received.
- 2212/652 Chairman’s announcements**
The Town Clerk advised members that the drains at Northam Hall keep backing up and we will need to get a drainage company out to conduct a survey of the drains. This will identify the actions needed to fix the problem.
A thank you letter was received regarding the bench in Honey Street.
Action point: Contact a drainage company to carry out a survey of the drains.
- 2212/653 Declarations of interest**
Members were reminded that all interests should be declared prior to the item being discussed.
There were none
- 2212/654 To agree the agenda as published**
It was **agreed** to move Part B to follow Action Points.
Proposed: Cllr Mrs McCarthy, Seconded: Cllr Laws (all in favour)
- 2212/655 To confirm and sign the minutes of the Town Projects Meeting held 1st November 2022 as a correct record.**
It was **resolved** to approve the minutes as presented. The minutes were signed by the Chairman.
Proposed: Cllr Tisdale, Seconded: Cllr Laws (all in favour).
- 2212/656 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 4 minutes. The period of time which is designated for public participation in accordance with standing orders shall not exceed 20 minutes.
No members of the public were present.
- 2212/657 To consider Action Points**
The Town Clerk was requested to put the bus shelter (Lenards Rd) on the next agenda, to supply costs of installation and prices of the shelter.
Action point: Town Clerk to add to next agenda and seek costings.

The remainder of the action points were noted as listed.

Part B

Confidential minutes, numbered 2212/658 to 2212/662

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- 2212/663 To consider the responses from the working party to collate and report issues with white and yellow lining in the town area.**
Councillor Mrs McCarthy will report the issues discussed and supply a list that has been reported.
Action Point: Councillor McCarthy to supply a list of issues reported to Devon County Council.
- 2212/664 To consider the play inspection reports.**
It was **resolved** to remove the multi play item from Anchor Park for safety reasons and fix all minor items.
Proposed: Cllr Laws, Seconded: Cllr Leather (majority in favour, 1 against with 1 abstention)
It was **resolved** to proceed with obtaining quotes for the repairs to Churchfields Skatepark subject to response from Torridge District Council regarding ownership of land.
Proposed: Cllr Tisdale, Seconded: Cllr Edwards (all in favour)
Action Point: to remove the multi play item, make minor repairs to other equipment as per reports and circulate to Appledore residents what preferred replacement equipment should be provided.
Contact Torridge District Council regarding ownership of land at the Skatepark.
- 2212/665 To ratify the decision to purchase a replacement basket swing for Lords Meadow at a cost of £660.**
It was **resolved** to ratify the decision to purchase a replacement basket swing for Lords Meadow at a cost of £660 agreed at the previous meeting
Proposed: Cllr Tisdale, Seconded: Cllr Mrs McCarthy (all in favour).
Action point: to purchase a replacement basket swing for Lords Meadow.
- 2212/666 To ratify a decision made at the last Town Projects meeting to install smart heating controls at Northam Hall, at an estimated cost of £280.**
It was **resolved** to ratify the decision made at the last Town Projects meeting to install smart heating controls at Northam Hall, at an estimated cost of £280 and request that it is paid out of the climate emergency budget.
Proposed: Cllr Tisdale, Seconded: Cllr Edwards (all in favour).
Action point: To request Climate Emergency to approve the payment.
- 2212/667 To consider an update on SID pole locations**
It was **resolved** to accept the report
Proposed: Cllr Mrs McCarthy, Seconded: Cllr Tisdale (all in favour).
- 2212/668 To consider plans for the annual footpath condition survey.**
It was **agreed** that councillor Hames will conduct a survey. councillor Laws will contact guided walk leaders in Westward Ho!
Action Point: To enlist the walkers help and Councillor Laws to contact walking groups.
- 2212/669 To consider an application for permission to erect a shed on Windmill Lane allotment.**
It was **resolved** to allow the allotment holder to erect the shed on Windmill Lane to the same specifications as previously permitted.
Proposed: Cllr Mrs Hames, Seconded: Cllr Tisdale (all in favour).
Action Point: Council staff to write a letter to the allotment owner.
- 2212/670 To consider a hedge cutting issue.**
It was **agreed** to refer this matter back to Torridge District Council
Action Point: Town Clerk to forward correspondence to Torridge District Council and respond to the letter writer.

- 2212/671** **To consider repairs to fencing between Burrough Farm and the swimming pool.**
It was **resolved** to go ahead with the repairs to fencing between Burrough Farm and the swimming pool.
Proposed: Cllr Mrs Leather, Seconded: Cllr Tisdale (majority in favour with one abstention).
Action Point: Go ahead with the repairs.

- 2212/672** **To consider a request from the Appledore Pilot Gig Club to increase their area of hardstanding.**
It was **resolved** to refuse the request unless a planning application has been submitted.
Proposed: Cllr Edwards, Seconded: Cllr Tisdale (all in favour)
Action Point: Town Clerk to contact the pilot gig club

- 2212/673** **To consider planting in the parks**
It was **resolved** to accept the planting plan subject to a discussion with the maintenance men on uncut grass.
Proposed: Cllr Hames, Seconded: Cllr Leather (all in favour)
Action Point: Cllr Hames discuss uncut grass issues with the maintenance men.

There being no further business the meeting finished at 12.07pm

Signed.....Dated.....

Action Points for Town Projects

Meeting January 2023

Chairman's announcements.	Contact a drainage company to carry out a survey of the drains. In progress.
Town Clerk to include an item on the next agenda to consider a Bus Shelter in Lenards Road	Town Clerk to add to next agenda and seek Costings. Agenda item costings awaited.
Part B To consider the installation of a handrail on part of the "lookout path"	Arrange hand rail installation. In progress.
Part B To consider a quote for hanging baskets, planters, and other containers	Arrange planting order. Ordered as per minutes.
To consider the responses from the working party to collate and report issues with white and yellow lining in the town area	Councillor McCarthy to supply a list of issues reported to Devon County Council. Members did not attend the arranged session prior to the start of the previous meeting of this committee.
To consider the play inspection reports.	To remove the multi play item, make minor repairs to other equipment as per reports and circulate to Appledore residents what preferred replacement equipment should be provided. Contact Torridge District Council regarding ownership of land at the Skatepark. In progress and agenda item.
To ratify the decision to purchase a replacement basket swing for Lords Meadow at a cost of £660.	To purchase a replacement basket swing for Lords Meadow. Installed.
To ratify a decision made at the last Town Projects meeting to install smart heating controls at Northam Hall, at an estimated cost of £280	To request Climate Emergency to approve the payment. Referred to CE committee.

<p>To consider plans for the annual footpath condition survey.</p>	<p>To enlist the walkers' help and Councillor Laws to contact walking groups.</p>
<p>To consider an application for permission to erect a shed on Windmill Lane allotment.</p>	<p>Council staff to write a letter to the allotment owner. Done.</p>
<p>To consider a hedge cutting issue.</p>	<p>Town Clerk to forward correspondence to Torridge District Council and respond to the letter writer. Done.</p>
<p>To consider repairs to fencing between Burrough Farm and the swimming pool.</p>	<p>Go ahead with the repairs. In progress.</p>
<p>To consider a request from the Appledore Pilot Gig Club to increase their area of hardstanding.</p>	<p>Town Clerk to contact the pilot gig club. Done, they will draw up plans to go for planning permission, and submit first to TP.</p>
<p>To consider planting in the parks</p>	<p>Cllr Hames to discuss uncut grass issues with the maintenance men.</p>

From: Rafi Ilivitzky < >

Sent: 03 November 2022 15:07

To: Administration < >

Subject: Plan for Staycation – respond to the new tourism trend with new mobile phone based trails

Hello Mrs Mills,

I hope you are OK and keeping well.

The heatwaves of last summer have proved once again that climate change is affecting us more quickly than anticipated. Some predictions suggest that within 5 years the South of England will become as hot as the South of France. Obviously, this climate change will have an adverse effect on the South of France making it far less attractive. We start seeing people diverting their holiday plans to stay in the UK.

The main reasons why people do so are the ongoing fears of Covid-19, flight cancellations and the continuous issues at the airports, as well as the growing attractiveness of local resorts.

Staycation – the trend to stay in the UK for vacation, is becoming increasingly popular. While the number of outbound visits grew steadily between 2017 and 2019 (ONS): 54 million in 2017, 58 million in 2018 and 62 million in 2019, in 2021 this number slumped to 15 million. The statistics for 2022 show only minor growth.

As a result, the number of people preferring to stay in the UK for their holidays grows steadily. According to TravelWeekly Insight Annual Report 2021-22, 55% of UK residents plan to stay in the country for their holidays. That number is predicted to grow by 3.8% every year, in the near future.

Staycation tourists are looking for interesting experiences to replace those they were used to having abroad. One of these is providing them with trails to explore both the heritage of our country as well as its natural beauty.

TrailTale is an expert in producing interesting trails showcasing our towns and natural assets, using its free app. This is the time to start preparing for the next tourism season. The competition for local tourism in the next few years will be stiff. Let us help you stay ahead of the competition.

Please download TrailTale, it's completely free, and see the work we have done for Totnes, Tiverton, Tavistock and Exeter.

We would like to do the same for you.

Please see the latest testaments of our work:

- Bolton Borough Council - 10 routes - <https://www.theboltonnews.co.uk/news/19861794.trailtale-app-creates-virtual-tours-bolton/> - With an emphasis on communities' stories, and providing facilities for people with disabilities to enjoy the trails (hearing impaired, vision impairs, and mobility issues), making the trails compliant with the Accessibility Regulation 2018
- Hexham town trail - <https://www.northumberland.gov.uk/News/2022/Jan/New-app-puts-Hexham-on-the-map.aspx>
- Basingstoke town trail - <https://www.basingstoke.gov.uk/rte.aspx?id=298&task=View&itemid=10115>
- Sevenoaks town trail - <https://sevenoakschamber.com/discovering-sevenoaks-history/>
- Two new heritage trails for the city of Lincoln.

Will it be possible to schedule half an hour call to discuss this further?

Best Regards,

Rafi Ilivitzky

Managing director



www.trailtale.co.uk

LinkedIn: [TrailTale](#)