



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

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

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

You are hereby summoned to attend a meeting of the Town Projects and Asset Management Committee to be held in the Council Chamber, Windmill Lane, Northam on **Wednesday 16th March 2022 at 1.00pm**

The agenda for the meeting is shown below.

M J Mills

Mrs Jane Mills Fd Community Governance, MILCM
Town Clerk

Date of issue 10th March 2022

The following are Members of the Town Projects and Asset Management Committee: Councillors Tisdale (Chairman), Edwards (Vice Chairman) Hames, Himan, Laws, Leather, Mrs McCarthy and the Mayor (ex-officio) but all Members of the Council are entitled to attend.

AGENDA

- 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 as published**
- 5 To confirm and sign the minutes of the Town Projects Meeting held March 7th 2022 as a correct record (*herewith*)**



Lords of the Manor



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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.

7 To consider Action Points (*agenda for April*)

8 To receive an update on fencing at Burrough Farm (*some documentation herewith, other to follow*)

Northam Town Council – Minutes of the Town Projects and Asset Management Meeting held on Monday 7th March 2022 at 10.00 am in the Council Chamber, Windmill Lane, Northam

Present: Cllrs Tisdale (Chairman), Mrs McCarthy, Hames, Himan, Laws, Leather, and the Mayor (ex-officio)

In attendance: Mrs Jane Mills – Town Clerk

- 2203/1183 Apologies**
Apologies were received from Cllr Edwards.
- 2203/1184 Chairman’s announcements**
Members were advised that there had been two requests to hire Northam Hall to fund raise for Ukraine. Whilst Members were not prepared to waive the Hall charge, they agreed to make a donation to the funds to the value of the fee. This will be ratified at the next meeting.
Action Point - Agenda item next meeting.
- 2203/1185 Declarations of interest**
Members were reminded that all interests should be declared prior to the item being discussed.
- 2203/1186 To agree the agenda between Part A and Part B (confidential information)**
It was **resolved** to agree the agenda between Part A and Part B.
Proposed: Cllr Laws, Seconded: Cllr Leather (all in favour)
- 2203/1187 To confirm and sign the minutes of the Town Projects Meeting held 7th February 2022 as a correct record**
It was **resolved** to confirm and sign the minutes of the Town Projects meeting held on 7th February 2022 as a correct record.
Proposed: Cllr Leather, Seconded: Cllr Hames (all in favour)
- 2203/1188 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
- 2203/1189 To consider Action Points**
Action Points were noted.
- 2203/1190 To consider replacement noticeboards (further information herewith)**
It was **resolved** to accept quote 2 to include the larger posts and marine ply,
Proposed: Cllr Leather, Seconded: Cllr Mrs McCarthy (majority in favour, one abstention)
Action Point - proceed with purchase of noticeboard
- 2203/1191 To consider further information received from Devon County Council regarding tree planting in Golf Links Road**
It was **resolved** to prepare a map with suggested planting, following a meeting, with Cllr Laws, Cllr Leather and Cllr Tisdale and to invite the local resident to attend on site at 10.00 am on Saturday 12th March.
Proposed: Cllr Tisdale, Seconded: Cllr Laws (all in favour)
Action Point - contact local resident

- 2203/1192 To consider fencing at Burrough Farm following site inspection**
It was **resolved** to hold a meeting at 1.00pm on 16th March to review all documentation before making a decision.
Proposed: Cllr Tisdale, Seconded: Cllr Laws (all in favour)
Action Point - Town Clerk to arrange a meeting and seek relevant documentation
- 2203/1193 Consider installing a notice, stating which ship the anchor in the park is from (Cllr Hames)**
It was **resolved** to prepare a notice with the short version of the origin of the anchor.
Proposed: Cllr Hames, Seconded: Cllr Laws (all in favour)
- 2203/1194 To consider an update on Footpaths (Cllr Hames)**
Cllr Hames advised on completion of the works and submission of forms to DCC. He was thanked for his work.
- 2203/1195 To consider a handrail alongside the steps from the Lookout Path to the Mount (Cllr Hames)**
This was deferred to a later meeting as more information was requested from Cllr Hames.
Action Point - Agenda item next meeting
- 2203/1196 To consider updated proposals for the signage at Anchor Park and Lords Meadow**
Members were happy in principle with the updated proposals but requested some minor changes. The Deputy Town Clerk was thanked for his work on this.

It was **resolved** to reinstate Standing Orders.

Proposed: Cllr Mrs McCarthy, Seconded: Cllr Edwards (all in favour)

After some discussion it was proposed by Cllr Mrs McCarthy and seconded by Cllr Himan that the wording provided by a local resident should be used in the third section of the information board. There were three votes in favour, four votes against and one abstention so the proposal was not carried.

There was a further proposal from Cllr Laws, seconded by Cllr Hames, that the plinth be re-modelled to give more space for both 1069 and Hubba the Dane. A report will be prepared for the August meeting and it was so **resolved** (all in favour)

Action Point – Prepare report for August meeting

 2106/137

To consider a request from Northam Lions (Cllr Mrs McCarthy)

It was **resolved** to suspend Standing Orders to allow members of the public to speak.

Proposed: Cllr Mrs Hodson, Seconded: Cllr Edwards (all in favour)

Members were advised that the Club supports large groups of the public including girls' teams, men's teams and disability teams of varying ages. Northam Lions are concerned about vandalism, broken glass on the pitch and vandalism in an around the dugouts.

It was **resolved** to reinstate Standing Orders.

Proposed: Cllr Mrs McCarthy seconded: Cllr Edwards (all in favour)

Cllr Himan proposed refusal of the erection of a fence, there was no seconder. Cllr Leather then proposed that a decision should be deferred until there had been a site visit to be arranged after 21st June. This was seconded by Cllr Edwards. There were 6 votes in favour, 1 vote against and 1 abstention and it was so **resolved**.

Members then discussed a number of options which could be considered to overcome the problems, including working with the Police and the Crime Prevention Officer and use of CCTV. It was then agreed to invite the Crime Prevention Officer to the site visit.

It was further **resolved** to suspend Standing orders as members of Northam Lions wished to clarify some additional points.

Proposed: Cllr Laws, Seconded: Cllr Mrs McCarthy (majority in favour, 2 votes against)

Members were then advised that use of CCTV had not been successful. Northam Lions had attempted, unsuccessfully, to engage with the people causing a lot of the problems. They advised that where there had been problems at Bideford College they had now erected an extremely high fence. The main problem is a safeguarding issue which is why they would like to proceed with fencing. There is money available from the Football Foundation but the Club urgently needs confirmation of support from the Town Council as the landowner. Whilst there is no time implication on accessing the funding there is a pot of money available which is being allocated on a first come, first served basis.

It was then **resolved** to reinstate Standing Orders.

Proposed: Cllr Laws, Seconded: Cllr Mrs McCarthy (all in favour)

Northam Town Council – Minutes of a Special Town Projects and Asset Management Meeting on Monday 14th June 2021 at 11.30am in the Council Chamber at the Town Hall

Present: Cllrs Tisdale (Chairman), Mrs McCarthy Edwards, Hames, Laws and Leather

In attendance: Mrs J Mills – Town Clerk

2106/171 Apologies: Cllr Mrs Hodson, and Cllr Himan

2106/172 Chairman’s Announcements
There were none

2106/173 Declarations of interest:
Members are reminded that all interests should be declared prior to the item being discussed.

2106/174 To agree the agenda as published

2106/175 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



2106176 To consider the outcome of the site meeting, including a request from Northam Lions FC.

Following the earlier site visit, it was **resolved** that Members would support a fence, three metres high, around the perimeter as discussed at the site, (green mesh fencing as shown to Northam Lions and committee members). With the proviso that mixed hedging is planted and maintained, where necessary, along the lines of the existing fence. It was further agreed that that the existing fencing can be removed and disposed of by Northam Lions prior to installation of the new fence which will follow that line.
Proposed: Cllr Tisdale, Seconded: Cllr Laws, all in favour

There being no further business the meeting closed at 11.50 am.

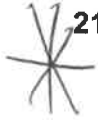
Signed

Dated.....

It was proposed by Cllr Leather that the detail in the report be accepted. There was no seconder for this proposal.

It was further **resolved** to accept the proposed revised text. There were 4 votes in favour, 2 against and 1 abstention)

Action Point – Proceed with updating the Information Board



2109/490

To consider an update in relation to Northam Lions Football Club's application to the Football Foundation

It was **resolved** that Northam Town Council agree to be joint applicants with Northam Lions Football Club in relation to their grant application to the Football Foundation.

Proposed: Cllr Mrs McCarthy, Seconded: Cllr Edwards (all in favour)

Action Point – Town Clerk to notify Northam Lions and the Football Foundation.

2109/491

To receive an update on provision of webcams

Cllr Edwards proposed that the Working Group is set up as previously agreed. This proposal was not seconded.

It was **resolved** to write to the Appledore Visitors Association advising that grant applications are currently available should they wish to proceed. It would not be possible to use the Town Council posts.

Proposed: Cllr Mrs McCarthy, Seconded: Cllr Tisdale (majority in favour, 1 vote against)

Action Point – Town Clerk to write to Appledore Visitors Association.

2109/492

To consider an update report on weeding

It was **resolved** to accept the report.

Proposed: Cllr Leather, Seconded: Cllr Edwards (4 in favour, 3 abstentions)

2109/493

To receive an update on grass mats at Lords Meadow

It was **resolved** to submit an application to the Contracts Finder with a closing date of 4 weeks for receipt of applications.

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

Action Point – Town Clerk to submit application

2109/494

To consider an update on a resident's request for specimen tree planting along Golf Links Road, between Beach Road and Avon Lane

It was **resolved** to pursue the matter with SSE and Highways requesting more detailed information.

Proposed: Cllr Leather, seconded: Cllr Edwards (5 in favour, 2 abstentions)

Action Point - Town Clerk to pursue the matter with SSE and Highways

2109/495

To consider an update on the cost of repair of outdoor gym equipment at Burrough Farm and its removal to Lords Meadow

It was **resolved** to proceed with repairing and moving the equipment as soon as possible. Actual siting at Lords Meadow to be agreed.

Proposed: Cllr Leather, Seconded: Cllr Mrs Hodson (6 in favour, 1 abstention)

Action Point – Proceed with repairing and moving the equipment and Town Clerk to investigate possibility of funding from the Welcome Back fund.

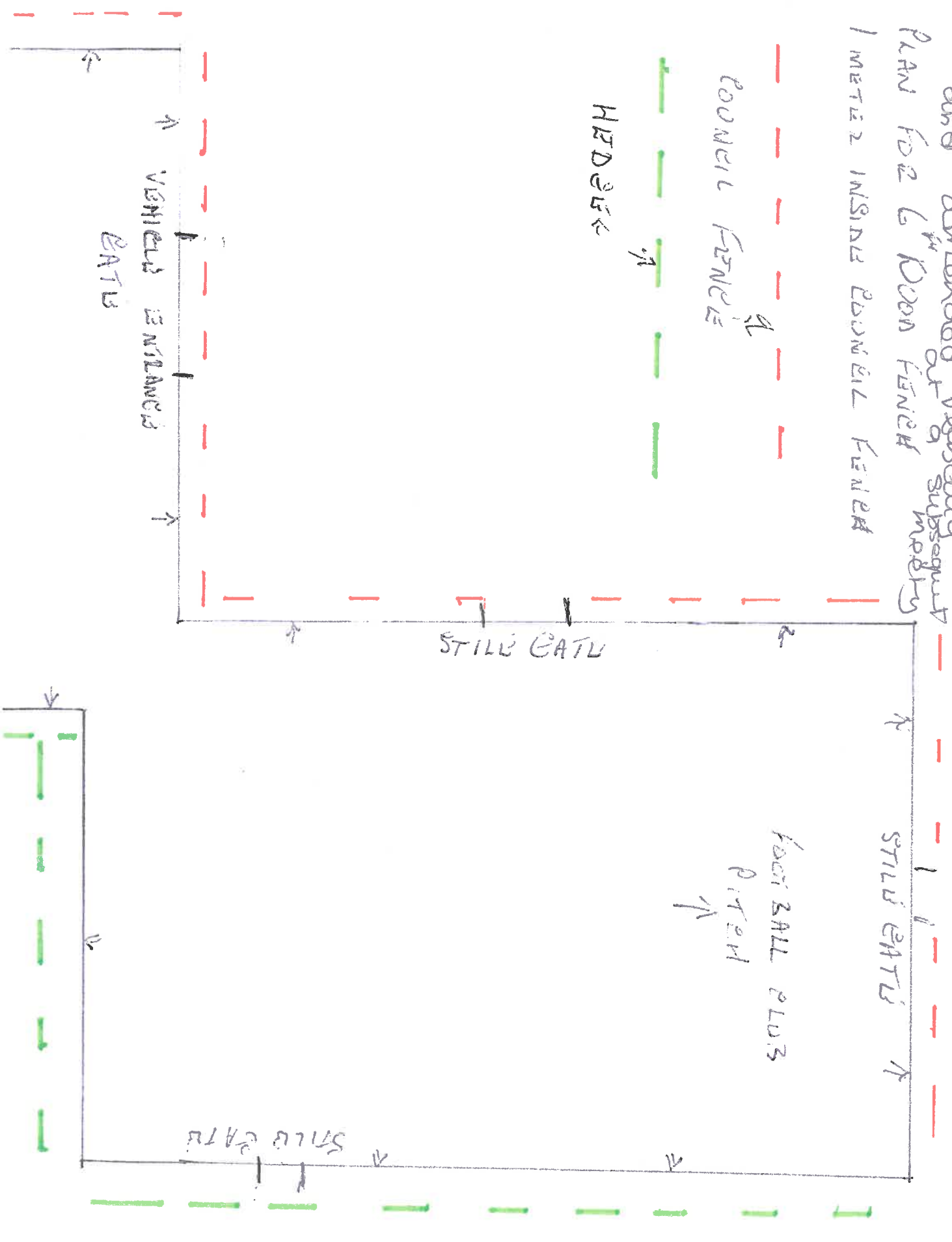
2109/496

To consider an update on Footpaths (Cllr Hames)

It was **resolved** to proceed as soon as possible with the work required on two of the footpaths, which had recently been inspected and require work.

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

This was submitted to TP
 and amended verbally subsequently
 Plan for 6 Round Fence
 1 meter inside Round Fence



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