

**Northam Town Council – Minutes of a meeting of the Town Council held on Thursday 28<sup>th</sup> April 2022 in the Town Hall at 6.30 pm**

**Present:** Cllrs Mrs Hodson (Chair), Edwards, Hames, Himan, Leather, Mrs McCarthy, Newman-Mckie, Sargent, Tisdale and Miss Woodhouse  
**In attendance:** Mrs M J Mills – Town Clerk  
Mr G Langton - Deputy Town Clerk  
Reverend Sutton  
No members of the public

Presentation from Andy Bell, the UNESCO World Biosphere Reserve Co-ordinator. A very interesting presentation was received and Mr Bell then received questions. The Mayor thanked him for his attendance.

The meeting commenced at 7.15 pm.

- 2204/1332 Apologies**  
Apologies were recorded on behalf of Cllrs Davis, Laws, and Miss Manley
- 2204/1333 Chairman's Announcements**  
Members were advised of an issue that had arisen at Lords Meadow in regard to the work being done by the contractor. It was agreed to proceed with the necessary works. This will be an agenda item for ratification at the next Full Council meeting.  
The Mayor updated Members on the recently formed choir which will sing at the Jubilee event on Bone Hill on 2<sup>nd</sup> June. Their first meeting was held recently and was absolutely splendid. They will be ready for the Jubilee on 2nd June. There will be a Bring and Share supper followed by a rehearsal and the choir will then proceed to Bone Hill. It was suggested that the Council provides a Press Release for the event.  
**Action Points – Agenda item regarding Lords Meadow for next meeting.**  
**Prepare Press release for Jubilee Celebrations.**
- 2204/1334 Declarations of interest**  
Members were reminded that all interests must be declared prior to the item being discussed.
- 2204/1335 To agree the agenda between Part A and Part B**  
It was **resolved** to agree the agenda between Part A and Part B  
Proposed: Cllr Sargent, Seconded: Cllr Tisdale (all in favour)
- 2204/1336 To confirm and sign the minutes of the Town Council Meeting held 6<sup>th</sup> April 2022**  
It was **resolved** to sign the minutes of Town Council Meeting held 6<sup>th</sup> April 2022  
Proposed: Cllr Leather, Seconded: Cllr Tisdale (majority in favour, 3 abstentions, not present at the meeting)



**2204/1337 To note and adopt the reports of minutes and resolutions contained therein from Committees and Sub-Committees (Items contained in Part B to be considered under Part B)**

- Town Projects – 16<sup>th</sup> March 2022
- Planning – 31<sup>st</sup> March and 7<sup>th</sup> April 2022

It was agreed to note and adopt the reports minutes and resolutions contained therein from Committees and Sub-Committees (Items contained in Part B to be considered under Part B)

**2204/1338 Action Points**

Action Points were noted. Ratification of a Chairman's announcement regarding Westward Ho! Park sensory garden needs to be on the agenda of the next meeting. The Town Clerk was asked to retain Appledore Fire Station on the Action Points for the foreseeable future.

**Action Points – Place ratification re Westward Ho! Park on next agenda. Retain Appledore Fire Station on Action Points for foreseeable future.**

**2204/1339 To receive and consider reports from the Town Clerk**

To include audit matters from Finance and HR

These were noted and it was **resolved** to move the funds as recommended by Finance and HR to the Mayor's Charity Account.

Proposed: Cllr Leather, Seconded: Cllr Tisdale (all in favour).

**Action Point – Move funds to Mayor's Charity Account**

**2204/1340 Public Participation**

*We welcome Parishioners speaking or making representations, asking questions or giving evidence at the meeting of the Full Council in respect of any issue affecting the Northam Town Council area. A period of twenty minutes is allocated for this unless directed by the Chair of the meeting and a member of the public shall not speak for more than 4 minutes.*

No members of the public were present

**2204/1341 Summary Report from County Councillor (3 minutes)**

The County Councillor was not present at the meeting.

It was **resolved** that the Report from the County Councillor should stay in the usual place on the agenda.

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

**2204/1342 To receive a report on governance statement, assertions and requirements**  
Members noted the report.

**2204/1343 To receive a report on the internal audit report**

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

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

**2204/1344 To consider the Annual Governance Statement Section 1**

It was **resolved** to accept the Annual Governance Statement Section 1

Proposed: Cllr Leather, Seconded; Cllr Tisdale (all in favour)

- 2204/1345 To consider and approve the Accounting Statements Section 2**  
 It was **resolved** to approve the Accounting Statements Section 2  
 Proposed: Cllr Leather, Seconded: Cllr Sargent (all in favour)
- 2204/1346 To consider draft proposals for the meeting schedule for 2022-23**  
 It was **resolved** to retain the meeting pattern as in previous years, arranging meetings so they are spread evenly over each month, and with reference to Torridge District Council's meeting calendar whilst enabling Chairmen to cancel or postpone meetings as required.  
 Proposed: Cllr Himan, Seconded: Cllr Sargent (all in favour)
- 2204/1347 To consider applying to Fields in Trust to register our parks**  
 It was **resolved** to explore the dedication process and costs for all parks for consideration at Town Projects Committee  
 Proposed: Cllr Mrs Hodson, Seconded: Cllr Sargent  
**Action Points – Town Clerk to include on the next Town Projects agenda and Town Clerk to share the Weblink to the Fields in Trust Website with Members.**
- 2204/1348 To consider response from TDC with regard to fire safety in the Town Hall**  
 It was **resolved** to seek further advice from an independent Fire Assessor to include testing and fire evacuation procedures.  
 Proposed: Cllr Himan, Seconded: Cllr Edwards (all in favour)
- 2204/1349 Correspondence:**
- Countryside Voice (*held in office*)
  - Letter of thanks from St Margaret's Church re restoration of clock tower (*held in office*)
- Correspondence was noted and Members were also advised of a letter of thanks received from the Methodist Church.
- 2204/1350 Street Matters:** All street matters forwarded by e-mail.
- 2204/1351 To receive a Police/Councillor Advocate Report**  
 Cllr Sargent advised he had attended a Southwest seminar held at Sandy Park. It was very informative. He advised that 85 people a year are killed on the roads in Devon and Cornwall. Police are very concerned and are putting more resources in to reduce this figure. He has obtained the Police Community Roadshow for the May Fair, please say "Hello" to them.
- 2204/1352 Summary Report from a District Member (3 minutes)**  
 Members were advised that the Environment Agency and South West Water attended a TDC meeting where many issues were discussed.  
 Cllr Mrs Hodson has called in a planning application with regard to Cornborough Road; great concern about the traffic that will be accessing Stanwell Hill and Fosceth Hill. Members were further advised that the Planning application for Bloody Corner has been refused. Should this go to appeal and be granted the Section 106 arrangements need to be in order.