



## NORTHAM TOWN COUNCIL

Town Hall, Windmill Lane, Northam EX39 1BY

Town Clerk: Guy Langton (CiLCA, PSLCC)

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Please scan QR code for the Council's website



*Prayers will be held at 6.25pm in the Council Chamber for anyone wishing to attend.*

### To all members of the Council:

You are hereby summoned to attend the **NORTHAM TOWN COUNCIL MEETING** on

**Wednesday 28<sup>th</sup> December 2025 at 6:30pm**

**Preceded by**

**Annual General Meeting of the Northam Burrows Charity Trustees 6.30pm**

at The Town Hall, Windmill Lane, Northam for the transaction of the business listed on the agenda below.

### Council Members:

Appledore Ward: Cllr Bell, Cllr Edwards, Cllr Hames and Cllr Tait

Northam/Orchard Hill ward: Cllr Himan, Cllr Horrocks, Cllr Leather, Cllr Lo-Vel, Cllr Newman-McKie and Cllr Whittaker.

Westward Ho! ward: Cllr Bach, Cllr Hodson, Cllr Sawyer and Cllr Singh.

### Questions by the public

There will be a period for questions by the public. In accordance with Standing Order 3, members of the public may make representations, ask questions and give evidence at a meeting which they are entitled to attend in respect of any Council business at Full Council, and at Committee meetings in respect of business on the agenda.

Anyone wishing to ask questions is requested to notify the Town Clerk prior to the meeting.

### Recording, photographs and filming

In accordance with the Council's policy on filming and recording of Local Council and Committee meetings (available to read in the Chamber) and arising from the *Local Government and Accountability Act 2014* the press or public may audio-record, photograph or film meetings, or report from the meeting using social media. As such, members of the public may be recorded or photographed during the meeting. Anyone wishing to record or photograph the meeting must notify the Town Clerk before the commencement of the meeting.

### Public attendance at Council and committee meetings

As a public body, Northam Town Council understands the need for transparency and accountability. The Council will therefore seek to conduct meetings using practices and procedures set out within the Public Bodies (Admission to Meetings) Act 1960, which states:

*Subject to subsection (2)\* below, any meeting of a body exercising public functions, being a body to which this Act applies, shall be open to the public.*

Subsection (2) states:

*Where a meeting is open to the public, a body may, by resolution exclude the public from the meeting (whether during the whole or part of the proceedings) whenever publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted or for other special reasons stated in the resolution and arising from the nature of that business or of the proceedings; and where such a resolution is passed, this Act shall not require the meeting to be open to the public during proceedings to which the resolution applies.*

Therefore, the Council's policy is to allow public access to meetings unless the business being transacted is confidential or there are 'other special reasons' to exclude the public.

*Guy Langton*

Guy Langton, Town Clerk & RFO

Date of issue: 22<sup>nd</sup> January 2026

## AGENDA

### **Annual General Meeting of the Northam Burrows Charity Trustees**

- 1 Chairman's announcements
- 2 Apologies
- 3 To note and approve the minutes of the Annual General Meeting held on 19th February 2025 (p3)
- 4 To note the annual accounts and audit report (2024-25) (attached under separate cover and to follow)

### **Full Council**

- 1 To receive and approve apologies for absence, in accordance with Local Government Act 1972 s85(1)
- 2 To agree the agenda as published
- 3 To receive any dispensations and disclosable pecuniary or other interests  
*Members are reminded that all interests must be declared prior to the item being discussed.*
- 4 Mayor's Announcements
- 5 To confirm as a correct record and sign the minutes of the meeting of the Council held on 8<sup>th</sup> January 2026 (attached under separate cover)
- 6 To receive and adopt the reports of confirmed minutes and resolutions contained therein from Committees and Sub-Committees (attached under separate cover)
  - Finance 8<sup>th</sup> Oct and 12th Nov 25
  - Planning 2<sup>nd</sup> & 23<sup>rd</sup> Oct 25 and 13<sup>th</sup> Nov 25
  - Parks & Recreation 17<sup>th</sup> Sept 25
  - Review 18<sup>th</sup> Sept and 1<sup>st</sup> Oct 25
  - Environment & Maintenance 30<sup>th</sup> Jul 25
- 7 Public Participation
- 8 To receive a report (if any) from Devon & Cornwall Constabulary
- 9 To receive a report (if any) from the Devon County Councillor
- 10 To receive reports (if any) from Torridge District Members
- 11 To receive an update regarding Local Government Reorganisation (p4)
- 12 To consider the action point update (p5)
- 13 To receive the Clerk's report (p6)
- 14 To receive the draft Northam Neighbourhood Plan Fact Check report (p8 and confidential paper enclosed)
- 15 To consider renewing the Council's lease for 2 rooms at the Windmill Lane offices (p8 and confidential paper enclosed)
- 16 To note and consider signing the 2026-27 contract for grass cutting with Devon County Council (p8 and confidential paper enclosed)
- 17 To note the central government consultation outcome: *Strengthening the standards and conduct framework for local authorities in England* (p9)
- 18 To consider the revised quote to update the Mayor's chain (p10)