NORTHAM TOWN COUNCIL
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Town Clerk & RFO: Guy Langton (CiLCA, PSLCC)
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To all members of the Council:
You are hereby summoned to attend the **FINANCE and HUMAN RESOURCES COMMITTEE** meeting on

Tuesday 17th November 2026 at 6.30pm

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

Membership:
Cllrs Edwards, Hames, Himan (Deputy Chair), Hodson (Chair), Leather, Tait and Whittaker plus the Mayor, Cllr Bach (ex-officio).

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: 11th November 2026

AGENDA

1 **To receive and approve apologies for absence, in accordance with Local Government Act 1972 s85(1)** *All apologies must be notified to the Town Council offices by 5pm on the day of the meeting.*

2 **Chair's announcements**

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 **To agree the agenda as published.**

5 **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.

6 **To receive 2026 grant award feedback forms** (enclosed)

7 **To consider the first 25 grant requests for awarding May 2027** (p3, table and grant papers circulated)

Item 7 **To consider the first 25 grant requests for awarding May 2027** (p3, table and grant papers circulated)

The Council awards grants as part of its General Power of Competence (as defined in the Localism Act 2011), described as the 'power of first resort'. (As a parish council, Northam Town Council is empowered to award grants under Section 137 of the Local Government act 1972. This is described as the 'power of last resort'.)

The Council adopted a new Grants policy in March 2026. Grant requests reviewed today will be considered according to the new policy. The policy requires each grant to be scored using a rubric.[1] Using a scoring method, it Sufficient copies of the rubric were enclosed with member's grant application packs.

2026-27 grants (to be awarded in May 2027)
The Council has received 50 grant requests by the 30th October, nine more than in 2025.
The total requested is £58,375.20, including a £20,000 request from one organisation. In 2025 it was £26,670.70.
In 2025, the committee awarded £23,553.40, 88.3% of the request (3.8% of the Council's precept, the previous year, the grant award was 3.2% of the precept).

The agreed grant awards today will be included in the 2027-28 budget, along with a small fund for ad-hoc grants.

Enclosed under separate cover are the application forms for the first 25 grants. A table listing them is overleaf.

Recommendation: The grants applications are considered for award.

[1] A **rubric** is a set of rules or instructions by which something is assessed.