

Northam Town Council – Minutes of a VIRTUAL meeting of the Town Council held on Wednesday 27th January 2021 commencing at 6.00 pm.

Present: Cllrs Chalmers (Mayor), Davis, Edwards, Hames, Himan, Mrs Hodson, Laws, Leather (until minute 2101/1052), Miss Manley, Mrs McCarthy, Newman-McKie, Sargent, Shelley and Tisdale

In attendance: Mrs M J Mills - Town Clerk
Mrs P Moores – Assistant Town Clerk
District Cllr Ford
5 members of the public

2101/1039 Apologies

All Members were present.

2101/1040 Chairman's Announcements

- The Chairman advised of the great news that there is now a Covid Vaccine Centre at the Baptist Church in Westward Ho! which is open from 8 am to 8 pm seven days a week. Thanks to the many helpers, three and a half thousand people will be able to be vaccinated per week.
- He reported that whilst local schools are in effect in lockdown Appledore School was currently accommodating two-thirds of pupils and St Margaret's and St Mary's one-third of pupils.
- The Chairman also advised that there would be a meeting of a Working Group to discuss the problems of car parking in Appledore on 4th February.

2101/1041 Declarations of interest

Members were reminded that all interests must be declared prior to the item being discussed.

2101/1042 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 Tisdale, Seconded: Cllr Manley (all in favour)

2101/1043 To confirm and sign the minutes of the Town Council Meeting held 16th December 2020

It was **resolved** to confirm the minutes of the Town Council Meeting held on 16th December 2020 as a correct record. The minutes will be signed at a later date.
Proposed: Cllr Tisdale, Seconded: Cllr Sargent (majority in favour, 1abstention, Member not present at the meeting)

2101/1044 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)

- Planning – 17th December and 13th January 2021 - (*herewith*)
- Climate Emergency – 10th December 2020, 14th January 2021 – (*herewith*)
- Neighbourhood Plan – 21st December 2020 (*herewith*)
- Town Projects – 11th January 2021 - (*herewith*)
- Finance & HR – 21st December 2020 - (*herewith*)
- Review Committee – 17th December 2020 (*herewith*)
- Westward Ho! Park Committee – 15th December 2020 (*herewith*)

It was agreed 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)

2101/1045 Action Points

It was agreed to note the Action Points.

2101/1046 To receive and consider reports from the Town Clerk

It was agreed to note the reports from the Town Clerk.

2101/1047 Public Participation

We welcome Parishioners speaking or making representations, asking questions or presenting petitions 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.

Four members of the public wished to speak.

One parishioner spoke about item 12 on the agenda and raised some questions which will be answered by letter.

A second parishioner spoke of her concerns regarding the website and also item 12 on the agenda. The questions raised will be answered by letter.

A third member of the public wished to raise the issue of a possible burial ground in Northam.

The fourth parishioner spoke about item 14 on the agenda and urged Members to support the recommendation.

Action Point - Town Clerk to respond to questions.

2101/1048 To consider a vacancy on the Westward Ho! Park Committee

It was **resolved** to appoint Cllr Newman-McKie to the Westward Ho! Park Committee.

Proposed: Cllr Laws, Seconded: Cllr Mrs Hodson (11 in favour, 3 abstentions)

Members were advised that the Terms of Reference of this Committee will be considered by the Review Committee to enable new Terms of Reference to put before the AGM in May.

Action Point – Terms of Reference for Westward Ho! Park to be considered by Review Committee.

2101/1049 To consider a vacancy on the Finance and Human Resources Committee

It was **resolved** to appoint Cllr Hames to the Finance and Human Resources Committee

Proposed: Cllr Chalmers, Seconded: Cllr Shelley (all in favour)

2101/1050 To consider recommendations from Northam Burrows Committee

(1) It was resolved to recommend to Full Council:

(a) to correct the erroneous reference to TDC, being the Trustee, and specify instead that Northam Town Council is the sole Trustee of the Charity.

(b) To amend the Draft Charitable objects to include an additional object to allow for the Charity's funds, not required, for the preservation/management of the Rights of Common to be used for worthy charitable purposes "to advance such other charitable purposes (according to the Law of England and Wales) for the benefit of the inhabitants of Northam, Devon as the Charity Trustee(s) see fit from time to time".

- (c) To include additional administrative provisions as appropriate to the Northam Burrows Charity to assist the Council in its capacity as sole Trustee in the management and administration of the Charity.
- (2) It was further resolved to recommend to Full Council that Tozers is authorised to progress this matter with the Charity Commission.

It was **resolved** to accept the recommendations from the Northam Burrows Committee to include (1) (a)(b) and(c) and (2)
Proposed: Cllr Mrs McCarthy, Seconded: Cllr Leather (10 in favour, 2 against, 2 abstentions)

Action Point – Town Clerk to proceed with the recommendation.

2101/1051 To consider supporting the Sewage Inland Waters Bill which is due for a second reading later in January (Cllr Chalmers)

Members were advised that the planned reading did not take place last week but it is understood that the Government are looking at a number of the measures which they will put forward if the Bill is unsuccessful.

It was **resolved** to write to our MP Geoffrey Cox, asking him to support the Bill.

Proposed: Cllr Chalmers, Seconded: Cllr Davis (all in favour)

Action Point – Town Clerk to send letter to Geoffrey Cox MP.

At this juncture Cllr Leather gave his apologies and left the meeting.

2101/1052 To consider a recommendation from Climate Emergency Committee

To recommend to Full Council that Northam Town Council takes the lead in progressing the process of re-designating Chircombe Lane as a bridleway to facilitate the creation of a cycle route from Northam to Bideford.

It was **resolved** to accept the recommendation from the Climate Emergency Committee.

Proposed: Cllr Hames, Seconded: Cllr Edwards (majority in favour, 2 abstentions)
Cllr Mrs Hodson and Cllr Miss Manley declared personal interests,

Action Point – Progress the process of re-designating Chircombe Lane as a bridleway.

2101/1053 To consider the polystyrene surfboard campaign (referred from Climate Emergency)

To recommend to Full Council that NTC supports a campaign to request retailers to stop the sale of polystyrene boards.

It was **resolved** to accept the recommendation from the Climate Emergency Committee.

Proposed: Cllr Hames, Seconded: Cllr Laws (11 in favour, 1 against, 1 abstention)
Councillors Chalmers, Hames, Mrs Hodson and Laws declared personal interests.

2101/1054 To consider projects proposed by the Climate Emergency Committee

It was **resolved** to move forward with the two proposed projects.

Proposed: Cllr Hames, Seconded Cllr Shelley (12 in favour, 1 abstention)

Action Point – Move forward with the proposed projects.

2101/1055 To consider recommendations from the Review Committee

- (1) To recommend to Full Council that the chat facility for zoom meetings is disabled at the discretion of the Chair of the meeting. Subject to agreement this will be added to the protocol for zoom meetings addendum in Standing Orders.

It was **resolved** to accept the recommendation from the Review Committee
Proposed: Cllr Mrs Hodson, Seconded: Cllr Mrs McCarthy (12 in favour, 1 against)
Action Point – Add to protocol for zoom meetings addendum in Standing Orders.

- (2) To recommend to Full Council that the revised Standing Orders be accepted.

It was agreed to defer this to the Review Committee and bring back to Full Council.

Action Point – Defer revised Standing Orders to Review Committee and bring back to Full Council.

2101/1056 To consider Terms of Reference for Committees (recommendations from Review Committee)

- (1) To recommend to Full Council that the Terms of Reference for

- Northam Neighbourhood Plan Advisory group
- Planning
- Finance and HR
- Town Projects and Asset Management
- Review Committee
- Climate Emergency Committee

be accepted.

It was **resolved** to accept the Terms of Reference as recommended by the Review Committee.

Proposed: Cllr Mrs Hodson, Seconded: Cllr Mrs McCarthy (majority in favour, 1 abstention)

- (2) to recommend to Full Council that at the AGM, Town Projects and Asset Management Committee be reconstituted to reduce membership to 7 members.

It was **resolved** to accept the recommendation of the Review Committee.

Proposed: Cllr Mrs Hodson, Seconded: Cllr Tisdale (8 in favour, 5 against)

2101/1057 To consider a review and update of the unadopted emergency plan (recommendations from Review Committee)

- (1) To recommend to Full Council that the Northam Town Council Emergency Group should consist of the Mayor, Deputy Mayor, Chair of Finance and HR, and the Town Clerk.

It was **resolved** to accept the recommendations from the Review Committee.

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

- (2) To recommend to Full Council that the Emergency Plan be adopted subject to the addition of the appointed Emergency Group.

It was **resolved** to accept the recommendation from the Review Committee.

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

Action Point – Update the Emergency Plan with the contact details of the Emergency Group.

2101/1058 Correspondence

Cllr Chalmers reported that a request regarding the Farmers' Market would be referred back to Climate Emergency Committee.

2101/1059 Street Matters:

- Devon County Council – Temporary prohibition of through traffic - (*e-mail re rolling programme forwarded on 19/01/2021*)
- Update on Back Lane (*still with the Land Registry – awaiting response*).

It was agreed to note Street Matters.

2101/1060 To receive a Police/Councillor Advocate Report

Members were advised that a speed gun had been purchased.

It was **resolved** to form a Working Group to look at Road Safety and traffic management issues in Northam with particular focus on Northam Square. This will include Northam Councillors, the Police Advocate and invitations to others as required. The Mayor will attend ex-officio.

Proposed: Cllr Sargent, Seconded: Cllr Chalmers (all in favour)

Action Point – Set up Working Group to look at Road Safety and traffic management issues.

2101/1061 To consider an update on NALC/DALC (Cllr Chalmers)

Cllr Chalmers will be attending a meeting of the Heart of the South West Joint Committee which will be discussing the “ Build Back Better “ document laying out how to respond to the Covid -19 crisis. He is disappointed that there is almost no reference to Northern Devon or any real answer to the issues facing our area. Broadband coverage which is vital for local business and our future prosperity is not mentioned. DALC in their response will join Torridge and North Devon District Councils is raising these concerns.

As the Vice Chair of DALC he will be meeting with all Devon MPs to lobby them on behalf of all Devon's town and parish councils. Matters of concern for all councils are the lack of opportunities for young people in our county and the need for investment in skills, training and jobs, as well as tackling the climate emergency. He will also seek support for the inland Waterways - sewage bill.

If Members have any pertinent issues please contact him as soon as possible. He also advised that the current legislation which covers guidance Zoom/Teams style meetings will expire on 7th May which would mean returning to face-to-face meetings. NALC and DALC are pressing the Government for an extension to this Regulation.

2101/1062 Summary report from a District Member

The Mayor invited District Cllr Ford to speak. He spoke about the need for a burial ground, also that he is looking forward to working with the Town Council in respect of Appledore parking.

Cllr Laws gave an update on the Burrows Centre. The modular building has been ordered and constructed. Both the new and existing building will be finished in Larch. It is hoped that this will now proceed very quickly.

Cllr Mrs Hodson advised she has been appointed to the Coastal Productivity Group representing Torridge District Council, raising the profile of this area. She was looking forward to it. Budgets are being set and she will report further. She thanked the AA for putting up directional signs to the Covid19 Vaccination Centre.

Cllr Hames advised that a draft Carbon plan has been produced which will be discussed at Torridge by Committee before going to Full Council.

2101/1063 Report from County Councillor

No report was available.

PART B

During Zoom meetings Members are required to confirm that they are alone during Part B of the meeting
All Members confirmed this.

There being no further business the meeting closed 8.00 pm

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

