

**Northam Town Council – Minutes of a meeting of the Town Council held on Wednesday 30<sup>th</sup> June 2021 in the Northam Hall at 6.00 pm**

**Present:** Cllrs Mrs Hodson (Mayor), Chalmers, Davis, Hames, Himan, Laws, Leather, Miss Manley, Mrs McCarthy, Newman-McKie, Sargent, Shelley and Tisdale

**In attendance:** Mrs M J Mills – Town Clerk  
Mr G Langton – Deputy Town Clerk  
County Cllr D McGeough  
3 members of the public

**2106/236 Apologies**

Apologies were recorded on behalf of Cllr Edwards.

**2106/237 Chairman's Announcements**

The Mayor advised that the Mayor's Chaplain's work this year will be shared out between the Reverend Derek Arnold and Pastor Tim Sutton and the Methodist Minister when he returns from sabbatical.

Members were reminded that they should use their town council.gov email provided for all correspondence purposes to comply with any possible FOI requests.

**2106/238 Declarations of interest**

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

**2106/239 To agree the agenda between Part A and Part B**

It was **resolved** to agree the agenda between Part A and Part B after advising that the project side of item 17 will be discussed in Part A and the financial implications in Part B

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

**2106/240 To confirm and sign the minutes of the Town Council Meeting held 26<sup>th</sup> May 2021 (herewith)**

It was **resolved** to confirm and sign the minutes of the Town Council Meeting held 26<sup>th</sup> May 2021 as a correct record.

Proposed: Cllr Leather, Seconded: Cllr Tisdale (majority in favour, 1 abstention, Member not present at the meeting)

**2106/241 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 - 7<sup>th</sup> June**
- **Climate Emergency – 10<sup>th</sup> June**
- **Northam Burrows – 14<sup>th</sup> June**
- **Westward Ho! Park – 15<sup>th</sup> June**
- **Planning – 27<sup>th</sup> May and 16<sup>th</sup> June**
- **Finance and HR – 21<sup>st</sup> June**

It was agreed to note and adopt the reports of minutes and resolutions contained therein from Committees and Sub-Committees after amending Planning 27<sup>th</sup> May to include Cllr Miss Manley as present. (Items contained in Part B to be considered under Part B)

**2106/242 Action Points**

It was agreed to note the Action Points.

- 2106/243 To receive and consider reports from the Town Clerk**  
It was agreed to note the reports from the Town Clerk.
- 2106/244 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.*  
Two members of the public wished to speak regarding the Appledore parking report.
- 2106/245 To receive a report on governance statement, assertions and requirements**  
It was agreed to note the report.
- 2106/246 To receive a report on the internal audit report**  
It was agreed to note the report on the internal audit.
- 2106/247 To consider the Annual Governance Statement Section 1**  
It was **resolved** to approve the AGAR at the Full Council meeting on 30th June 2021  
Proposed: Cllr Leather, Seconded: Cllr Himan (all in favour)
- It was further **resolved** to note the negative response to items 3 and 4 in section 1 of the AGAR and acknowledge that this was because the AGAR was not approved by 31<sup>st</sup> August 2020.  
It could not therefore meet the publication of dates for the exercise of public rights, due to Covid-19. Staff did not return to the office until September 2020, when the internal audit was completed, enabling approval of the AGAR and the public rights displayed.  
Proposed: Cllr Laws, Seconded: Cllr Miss Manley (all in favour)
- 2106/248 To consider and approve the Accounting Statements Section 2**  
It was **resolved** to approve the Accounting Statements Section at the Full Council meeting on 30<sup>th</sup> June 2021.  
Proposed: Cllr Leather, Seconded: Cllr Miss Manley (all in favour)
- 2106/249 To consider draft summer newsletter**  
After some discussion it was **resolved** to circulate the final draft to Councillors with a time limit for responses and the Mayor, Deputy Mayor, the Chairs of Committees and staff will attend a Zoom meeting to finalise the documents.  
Proposed: Cllr Mrs Hodson, Seconded: Cllr Davis (all in favour)
- Chairs were asked to look at their reports with a view to condensing them ensuring important matters are included; responses by 7<sup>th</sup> July. The Town Clerk was also asked to obtain costings for this newsletter to be magazine size.  
**Action Points – Circulate final draft of newsletter to Councillors. Mayor, Deputy Mayor, Chairs of Committees and staff to attend Zoom to finalise documents. Chairs to look at reports with a view to condensing and respond by 7<sup>th</sup> July. Town Clerk to obtain costings.**
- 2106/250 Wild about Devon – Invitation to attend Launch of Wild about Devon – Monday 28<sup>th</sup> June (sent by e-mail 4<sup>th</sup> June)**  
No members attended.

- 2106/251 To consider a report from Appledore Parking Group**  
 After some discussion it was **resolved** that the Council fund the supply and installation of temporary AA road signs directing visitors to Churchfields car park in Appledore and on to the overflow parking at Skern Lodge (which is to be confirmed) using "Welcome Back" funds if appropriate.  
 Proposed: Cllr Miss Manley, Seconded: Cllr Chalmers (all in favour)
- It was further **resolved** that the Council fund the cost of temporary permission for Skern Lodge to be used as car parking for over 56 days, if formal approval is reached, using "Welcome Back" funds in appropriate.  
 Proposed: Cllr Miss Manley, Seconded: Cllr Davis (all in favour)
- It was proposed that the Council open the land between the car parking at Torridge Pool and the Football pitch used by Northam Lions at Burrough Farm, for temporary car parking over the summer providing a "park and change" facility.  
 Proposed: Cllr Hames, Seconded: Cllr Davis (3 votes in favour, 2 abstentions and 8 votes against) so the motion was lost.
- 2106/252 To consider projects for the "Welcome Back Fund"**  
 Members were given an explanation of the "Welcome Back Fund" and had received a report on projects for the Fund.  
 It was **resolved** to approve the continuation of scoping and progressing the projects to delivery ensuring compliance with funding criteria.  
 Proposed: Cllr Mrs Hodson, Seconded: Cllr Shelley (majority in favour 1 abstention)  
**Action Point – continue scoping and progressing the projects.**
- 2106/253 To consider a request to hold all Town Projects meetings in the morning**  
 It was **resolved** to keep the meetings as scheduled, alternate mornings and evenings.  
 Proposed: Cllr Miss Manley, Seconded: Cllr Sargent (all in favour)
- 2106/254 To consider a response to TDC in respect of a request for a contribution to utilities (information sent by e-mail 24/6/21)**  
 It was **resolved** to accept the Torridge District Council requested sum of £233.00 per annum.  
 Proposed: Cllr Himan, Seconded: Cllr Sargent (all in favour)
- 2106/255 Correspondence:**  
 No correspondence had been received.
- 2106/256 Street Matters:**
- Devon County Council – A39/B3236 Buckleigh Road Junction remodelling - road closures and diversion routes (*forwarded by e-mail*)
  - Devon County Council – Temporary prohibition of through traffic and parking – from Monday 20<sup>th</sup> September to Friday 24<sup>th</sup> September 2021 – Torridge Road, Appledore, carriageway near Tamarisk – to excavate and undertake 1 x water main connection, to excavate and install approx. 10 metres of new water main into the new development site (*forwarded by e-mail*)
- Street matters were noted.
- Members' attention was drawn to the fact that there had been another accident recently in Buckleigh Road.
  - Members were advised that the dog bin in Bay View Road, adjacent to the water treatment area has been removed.
  - Thanks were offered to the County Councillor for the improvement works on the A39.

- There was a further complaint about Buckleigh Road and the number of accidents there and also the broken drain which is causing flooding and the signage which has disappeared.
- The state of the road surface in Irsha Street is causing concerns. The County Councillor was invited to investigate this.

2106/257

**To receive a Police/Councillor Advocate Report**

The Police Advocate reported that Speedwatch is finally making progress. The Team has been registered with the Devon and Cornwall Police Authority and Cllr Sargent has been appointed as Group Co-ordinator. He currently awaits his suitability to be assessed. A Police and Crime plan is being prepared and Devon and Cornwall Police are putting money into additional staff and other items. Cllr Sargent will attend an online meeting on 19<sup>th</sup> July to give his views and Members are invited to e-mail him before that date if they have any comments. Members raised the issue with him of the time it is taking to connect to the 111 service.

2106/258

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

Cllr Chalmers advised he had circulated a report. A recent meeting investigated what issues Town and Parish Councils are having. Responses included Community Hub, Entrepreneurship, cycle routes and parking. DALC meetings will have a permanent agenda item for the future on Climate Emergency. The DALC Annual Conference will be in October. It will be held by Zoom at a very reasonable cost. DALC are recruiting a Policy Officer to help to look at policies that come down from Government. Ken Browse is standing down as Chair of DALC and previously NALC and Cllr Chalmers has been elected as the new representative. The Chair offered congratulations to him.

2106/259

**Summary Report from a District Member (3 minutes)**

- Cllr Laws advised that the Burrows Centre has been completely remodelled, the roadway has not decreased the grazing. He invited Members to go and visit. He also reported on attending a day organised by the coastal agency with regard to access for mobility scooters. People are now able to make use of the new footpath behind the Pebbleridge which enables them to travel a distance of two and a half miles now. The Chairman thanked him for attending as she had been double booked that day.
- Cllr Leather advised Members that at a recent Community and Resources meeting the Chief Executive has been given delegated authority to sanction markets until 2022 to help with Covid recovery. He was also pleased to report that the Planning Committee had turned down the application at Bloody Corner with very good planning reasons.
- Cllr Hames thanked Cllr Leather for the comprehensive list of planning reasons in relation to the Bloody Corner application. The Climate Emergency Plan has been approved by TDC at their full Council meeting and he looks forward to its implementation. He also advised that Torridge's ground maintenance was coming back in house.

2106/260

**Summary report from County Councillor (3 minutes)**  
Report summary attached.