

**FINANCE & HUMAN RESOURCES COMMITTEE****7<sup>th</sup> January 2026 at 6.30pm in the Town Hall, Windmill Lane, Northam.**

Present: Cllrs Bach (Mayor), Edwards, Hames, Himan, Hodson (Chair), Leather and Tait.

In attendance: Guy Langton (Town Clerk &amp; RFO).

**2601/536 To receive and approve apologies for absence, in accordance with Local Government Act 1972 s85(1)**

Cllr Whittaker tendered her apologies, the reasons for which were approved by the committee.

**2601/537 Chair's announcements**

The Chair noted the Town Clerk's current family circumstances would mean he was to be away from the office more in the near future, caring for his parents.

**2601/538 To receive any dispensations and disclosable pecuniary or other interests**

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

**2601/539 To agree the agenda as published.**It was **resolved** to proceed with the agenda as published.

Proposed Cllr Hodson, Seconded Cllr Bach (all in favour)

**2601/540 To consider the minutes of the Finance meeting held on the 3<sup>rd</sup> December 2025 as a true and correct record**It was **resolved** to approve the minutes, with the following amendment: the addition of Cllr Bach to the list of those present.

Proposed: Cllr Hodson, Seconded: Cllr Bach (all in favour)

**2601/541 To consider the minutes of the Finance meeting held on the 10<sup>th</sup> December 2025 as a true and correct record**It was **resolved** to approve the minutes, with the following amendment: the addition of Cllr Bach to the list of those present.

Proposed: Cllr Hodson, Seconded: Cllr Bach (majority in favour, 1 abstention (not present))

**2601/542 Public Participation**

There were no members of the public present.

**2601/543 To receive an update on Action Points**

The action points were noted as presented below.

| <b>Action</b> |  | <b>January 2026</b>   |
|---------------|--|---|
| <b>1</b>      | Present IA report to Full Council in December 2025   | To be included on the 17 <sup>th</sup> December agenda for Full Council. COMPLETE |
| <b>2</b>      | Recommend Draft Investment Strategy to Full Council for adoption.  | To be included on the 17 <sup>th</sup> December agenda for Full Council. COMPLETE |
| <b>3</b>      | Open two further bank accounts at the Cooperative Bank, one for the May Fair and one for the Mayor's Charitable Fundraising. | No yet opened. ONGOING  |
| <b>4</b>      | Arrange digger training for one member of staff (at Burrough Farm)   | Arrangements to be made. ONGOING  |

Chair's initials

**2512/485 To consider the grant requests for awarding May 2026**

The Council awarded 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 was also empowered to award grants under Section 137 of the Local Government act 1972. This is described as the ‘power of last resort’.

The Council received 41 grant requests, the same number as in 2024.

The total requested was £26,671, in 2024 it was £26,492, a 0.7% increase.

In 2024/25, the committee awarded £20,607, 77.8% of the request (3.2% of the Council’s precept).

The detail of the grants awarded is presented below. The total grant fund recommended for award was £23,553.40, 88.3% of the requested figure.

| No | Applicant   | Grant requested | Grant awarded | Difference | Brief description of purpose of grant | Interest declared | Proposed                    | Seconded                   | Grant proposal     | Vote                                   |
|----|---|-----------------|---------------|------------|---------------------------------------|-------------------|-----------------------------|----------------------------|--------------------|--|
| 1  | Appledore Band  | £ 750.00        | £ 750.00      | £ -        | Outdoor PA system                     | -                 | Cllr Leather                | Cllr Tait                  | £750.00            | unanimous                              |
| 2  | Ilfracombe & District Community Transport Association | £ 750.00        | £ 750.00      | £ -        | General running costs                 | -                 | Cllr Hames                  | Cllr Tait                  | £750.00            | unanimous                              |
| 3  | Appledore Village Association - AVA                   | £ 750.00        | £ 750.00      | £ -        | Noticeboard                           | Cllr Tait         | Cllr Leather<br>Cllr Bach   | Cllr Himan<br>Cllr Edwards | £250.00<br>£750.00 | majority against<br>majority in favour |
| 4  | TTVS  | £ 750.00        | £ 750.00      | £ -        | Memory Café running costs             | -                 | Cllr Leather                | Cllr Himan                 | £750.00            | unanimous                              |
| 5  | Northam Twinning Association                          | £ 500.00        | £ 500.00      | £ -        | Membership of regional body           | Cllr Himan        | Cllr Leather                | Cllr Bach                  | £500.00            | majority in favour                     |
| 6  | 2nd Bideford Scout Group                              | £ 500.00        | £ 300.00      | -£ 200.00  | Repairs to Hall ceiling               | -                 | Cllr Leather<br>Cllr Hodson | Cllr Tait<br>Cllr Bach     | £0.00<br>£300.00   | majority against<br>majority in favour |
| 7  | Appledore Music Festival                              | £ 250.00        | £ 250.00      | £ -        | Cost of subsidising workshops         | Cllr Hames        | Cllr Tait                   | Cllr Bach                  | £250.00            | majority in favour                     |

Chair’s initials



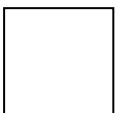
|  |   |          |          |           |  |            |                         |                             |                  |  |
|--|---|----------|----------|-----------|--|------------|-------------------------|-----------------------------|------------------|--|
| 8  | Steamship Freshspring Trust                     | £ 650.00 | £ 250.00 | -£ 400.00 | Maintenance Materials                            | -          | Cllr Himan<br>Cllr Tait | no seconder<br>Cllr Leather | £0.00<br>£250.00 | - unanimous                            |
| 9  | Bideford Keyboard & Organ Club                  | £ 750.00 | £ 250.00 | -£ 500.00 | Engagement of Artist(s)                          | -          | Cllr Leather            | Cllr Edwards                | £750.00          | unanimous                              |
| Group to be asked to advertise more widely                     |   |          |          |           |  |            |                         |                             |                  |  |
| 10   | Bideford, Littleham & Westward Ho! Cricket Club | £ 882.00 | £ 750.00 | -£ 132.00 | Subsidise winter coaching                        | -          | Cllr Bach               | Cllr Hodson                 | £750.00          | unanimous                              |
| 11   | Bideford Town Band                              | £ 750.00 | £ 400.00 | -£ 350.00 | Advertising banners and percussion instruments   | -          | Cllr Tait<br>Cllr Hames | Cllr Leather<br>Cllr Bach   | £0.00<br>£400.00 | majority against<br>majority in favour |
| 12   | Appledore Hall Trust                            | £ 750.00 | £ 628.40 | -£ 121.60 | Waterproofing membrane or 5-year electrical test | -          | Cllr Hames<br>Cllr Bach | no seconder<br>Cllr Edwards | -<br>£628.40     | - unanimous                            |
| Proof of expenditure on waterproofing membrane to be requested |   |          |          |           |  |            |                         |                             |                  |  |
| 13   | Appledore Football Club                         | £ 750.00 | £ 750.00 | £ -       | CCTV cameras and additional security             | -          | Cllr Tait               | Cllr Bach                   | £750.00          | majority in favour                     |
| 14   | Bideford Blues & Appledore JFC                  | £ 750.00 | £ 750.00 | £ -       | Youth team equipment                             | -          | Cllr Leather            | Cllr Bach                   | £750.00          | unanimous                              |
| 15   | Bideford & District Community Archive Council   | £ 350.00 | £ 350.00 | £ -       | Internet charges                                 | Cllr Himan | Cllr Tait               | Cllr Bach                   | £350.00          | majority in favour                     |

Chair's initials



|  |                                     |            |            |           |   |              |                         |                   |                    |                    |
|--|-------------------------------------|------------|------------|-----------|---|--------------|-------------------------|-------------------|--------------------|--------------------|
| 16   | Westward Ho! Pétanque Club          | £ 750.00   | £ 280.00   | -£ 470.00 | Playing equipment, disabled space markings, first aid equipment | -            | Cllr Edwards            | Cllr Hodson       | £280.00            | unanimous          |
| For playing and first aid equipment. Proof to be requested |                                     |            |            |           |   |              |                         |                   |                    |                    |
| 17   | 1st Edgehill & Torridge Scout Group | £ 750.00   | £ 750.00   | £ -       | Subsidising activities  | -            | Cllr Leather            | Cllr Tait         | £750.00            | unanimous          |
| 18   | Appledore Baptist Church            | £ 750.00   | £ 750.00   | £ -       | Purchase of new equipment                                       | -            | Cllr Hames              | Cllr Tait         | £750.00            | unanimous          |
| 19   | Blue Lights Hall                    | £ 750.00   | £ 840.00   | £ 90.00   | Repairs to building (interior and exterior)                     | Cllr Edwards | Cllr Tait               | Cllr Himan        | £840.00            | majority in favour |
| 20   | North Devon Record Office           | £ 1,000.00 | £ 1,000.00 | £ -       | Population proportionate contribution to running costs          | -            | Cllr Hodson             | Cllr Leather      | £1,000.00          | majority in favour |
| Ask for a standard form to be completed in future          |                                     |            |            |           |   |              |                         |                   |                    |                    |
| 21   | Northam Men's Forum                 | £ 600.00   | £ 600.00   | £ -       | Laptop and microphone   | -            | Cllr Tait               | Cllr Leather      | £600.00            | unanimous          |
| 22   | Poppins Parent & Toddler Group      | £ 250.00   | £ 500.00   | £ 250.00  | Refreshments for weekly meetings                                | -            | Cllr Tait<br>Cllr Himan | -<br>Cllr Leather | £250.00<br>£500.00 | -<br>unanimous     |
| 23   | Westward Ho! Men's Shed             | £ 750.00   | £ 750.00   | £ -       | Purchase new beechwood workbench                                | -            | Cllr Himan              | Cllr Bach         | £750.00            | unanimous          |
| 24   | Tarka Child Contact Centre          | £ 400.00   | £ 500.00   | £ 100.00  | Laptop purchase   | -            | Cllr Himan              | Cllr Bach         | £500.00            | unanimous          |
| 25   | North Devon Museum Trust            | £ 600.00   | £ 600.00   | £ -       | new AV equipment  | Cllr Edwards | Cllr Tait               | Cllr Bach         | £600.00            | majority in favour |

Chair's initials



|  |                                    |          |          |           |  |   |                          |                           |                    |  |
|--|------------------------------------|----------|----------|-----------|--|---|--------------------------|---------------------------|--------------------|--|
| 26   | Appledore Pride 2026               | £ 750.00 | £ -      | -£ 750.00 | insurance for event and cost of acts/musicians                             | - | Cllr Leather             | Cllr Bach                 | £0.00              | majority in favour                     |
| 27   | Exclamation Youth Theatre          | £ 750.00 | £ 750.00 | £ -       | Safeguarding training, DBS certificates and licences, and production costs | - | Cllr Hodson              | Cllr Leather              | £750.00            | unanimous                              |
| 28   | Up Close Theatre and Radio         | £ 700.00 | £ 500.00 | -£ 200.00 | Insurance and PPL/PRS licence  | - | Cllr Bach<br>Cllr Bach   | Cllr Hames<br>Cllr Hodson | £700.00<br>£500.00 | majority against<br>majority in favour |
| 29   | Bideford Music Club                | £ 300.00 | £ 300.00 | £ -       | Ticket cost subsidy for carers and students                                | - | Cllr Leather             | Cllr Hames                | £300.00            | unanimous                              |
| 30   | Bideford Rugby Club Junior Section | £ 200.00 | £ 500.00 | £ 300.00  | Training equipment   | - | Cllr Himan               | Cllr Edwards              | £500.00            | unanimous                              |
| 31   | Friends of St Margarets School     | £ 600.00 | £ 400.00 | -£ 200.00 | Equipment for outdoor space  | - | Cllr Hodson<br>Cllr Bach | Cllr Bach<br>Cllr Hames   | £600.00<br>£400.00 | majority against<br>majority in favour |
| 32   | North Devon Surf Therapy           | £ 750.00 | £ 750.00 | £ -       | Subsidised sessions for local children                                     | - | Cllr Leather             | Cllr Bach                 | £750.00            | unanimous                              |
| Ask if all Parish schools were offered the service                                     |                                    |          |          |           |  |   |                          |                           |                    |  |
| 33   | St Mary's Church Appledore         | £ 750.00 | £ 750.00 | £ -       | Upgrade of electrical consumer unit to meet standard                       | - | Cllr Hodson              | Cllr Leather              | £750.00            | unanimous                              |
| 34   | St Mary's Church Hall              | £ 683.70 | £ 400.00 | -£ 283.70 | New Plastic Tables   | - | Cllr Hodson              | Cllr Leather              | £400.00            | unanimous                              |
| Advise the organisation that suitable alternative tables may be purchased more cheaply |                                    |          |          |           |  |   |                          |                           |                    |  |

Chair's initials



|  |   |             |             |           |  |   |                           |                           |                  |                      |
|--|---|-------------|-------------|-----------|--|---|---------------------------|---------------------------|------------------|----------------------|
| 35   | The Appledore Books Festival's Schools Outreach Programme | £ 750.00    | £ 750.00    | £ -       | Schools Outreach programme             | - | Cllr Leather              | Cllr Hames                | £750.00          | majority in favour   |
| Invite a representative of the organisation to present to the Grants Awards evening about the schools outreach programme |   |             |             |           |  |   |                           |                           |                  |                      |
| 36   | Torridge Elite Majorettes                                 | £ 500.00    | £ 500.00    | £ -       | Commission original music              | - | Cllr Himan                | Cllr Tait                 | £500.00          | unanimous            |
| 37   | Citizens Advice Torridge, North, Mid & West Devon         | £ 750.00    | £ 750.00    | £ -       | Volunteer Training Costs               | - | Cllr Tait                 | Cllr Edwards              | £750.00          | unanimous            |
| 38   | Appledore Primary School PTFA                             | £ 750.00    | £ 750.00    | £ -       | Basketball Hoops, basketballs and bibs | - | Cllr Hodson               | Cllr Hames                | £750.00          | unanimous            |
| 39   | Bideford BMX Club   | £ 750.00    | £ -         | -£ 750.00 | Towards accessible toilet facilities   | - | Cllr Bach<br>Cllr Leather | no seconder<br>Cllr Himan | £750.00<br>£0.00 | - majority in favour |
| 40   | Westward Ho! Snooker Club                                 | £ 705.00    | £ 705.00    | £ -       | New flooring and table refurbishment   | - | Cllr Bach                 | Cllr Hames                | £705.00          | unanimous            |
| 41   | Northam Methodist Church                                  | £ 500.00    | £ 1,000.00  | £ 500.00  | Towards new carpet in the Hall         | - | Cllr Leather              | Cllr Bach                 | £1,000.00        | unanimous            |
|  |   | £ 26,670.70 | £ 23,553.40 | 88.3%     |  |   |                           |                           |                  |                      |

**Action point: Report the effect of the agreed grants on the Budget considerations at the Full Council meeting on the 8<sup>th</sup> January 2026.**

There being no further business the meeting closed at 8:15pm

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

Chair's initials

