



**NORTHAM TOWN COUNCIL  
TOWN HALL  
WINDMILL LANE  
NORTHAM  
DEVON  
EX39 1BY**

To: All Members of the Climate Emergency Committee

Town Clerk: Mrs Jane Mills MILCM  
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Cc: All Northam Town Councillors

**You are hereby summoned to attend a Climate Emergency Committee Meeting on Thursday 10<sup>th</sup> March 2022 at 6.30pm in the Council Chamber at the Town Hall.**

**The Agenda for the meeting is set out below.**

**Members of the public will be admitted at the start of the meeting.**

*M. J. Mills*

Mrs Jane Mills MILCM  
Town Clerk

Date of issue: 3<sup>rd</sup> February 2022

The following are Members of the Climate Emergency Committee:

Councillors Hames (Chairman), Newman-McKie (Vice Chair), Chalmers, Laws and Mrs McCarthy plus the Mayor, ex-officio (Cllr Mrs Hodson).

All Members of the Council are entitled to attend.

Co-opted Members: Ms P Gibb, Mr T Wiersma, Ms W Lo-vell.



Lords of the Manor



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## AGENDA

- 1 **Apologies**
- 2 **Chairman's announcements**
- 3 **Declarations of interest:**  
*Members are reminded that all interests should be declared prior to the item being discussed.*
- 4 **To agree the agenda as published**
- 5 **To confirm and sign the minutes of the meeting held on 10<sup>th</sup> February 2022**  
*(herewith)*
- 6 **To consider Action Points** *(herewith)*
- 7 **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.*
- 8 **To consider amended to the Draft Climate Action Plan.** *(to follow).*
- 9 **To consider plans and future projects.** *(verbal)*
- 10 **To confirm the decision to meet virtually with representatives of the student body at Bideford College.**
- 11 **To receive an update on the installation of Solar PV cells, battery storage and a vehicle charger at Northam Hall.** *(verbal)*
- 12 **To receive an update on Footpath Guides for the Northam area** *(verbal – Cllr Hames)*
- 13 **To consider plans for insulating Northam Hall.** *(verbal)*

**Northam Town Council – Minutes of the Climate Emergency Committee Meeting held 10<sup>th</sup> February 2022 at 6.30pm**

**Present:** Cllrs Hames (Chairman), Newman-McKie, Laws, McCarthy and Hodson  
Mr T Wiersma and Ms W Lo-vel (co-opted members)

**In attendance:** Guy Langton - Deputy Town Clerk

**2202/1103 Apologies**

Apologies were received from Ms P Gibb (co-opted member) and Cllr R Tisdale (non-committee member).

**2202/1104 Chairman's announcements**

The Chairman welcomed Ms W Lo-vel to the meeting as a newly co-opted member.

The Chairman welcomed Cllr McCarthy to the meeting as a newly appointed member.

Cllr Hames reported that as the Lead Member for Climate at Torridge District Council he was closely involved with planning for the revised Local Plan as a member of the Joint Local Plan Review Committee, through which he hoped to see strengthened policies on biodiversity, climate emergency and energy efficiency at new affordable housing.

Cllr Hames further reported that Torridge District Council was undertaking a carbon audit at its buildings and had engaged a company to report on ways to reduce carbon emissions from the buildings which are the most energy inefficient.

**2202/1105 Declarations of interest:**

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

**2202/1106 To agree the agenda as published**

It was **resolved** to agree the agenda as published, deferring the item on working with Bideford College to the March 2022 meeting of the Committee

Proposed: Cllr Hodson, Seconded: Cllr Newman-McKie (all in favour)

**2202/1107 To confirm and sign the minutes of the meeting held on 18<sup>th</sup> November 2022**

It was **resolved** to agree the minutes as recorded.

Proposed: Cllr Hodson, Seconded: Cllr Hames (majority in favour, three abstentions, absent at the meeting)

**2202/1108 To consider Action Points**

The action points as presented were noted.

**2202/1109 Public Participation**

No members of the public attended the meeting.

**2202/1110 To consider amendments to the Draft Climate Action Plan.**

The Committee discussed the current draft and changes that could be made to improve its readability and presentation for members of the Council and public alike.

**Action points (to be carried out by Cllr Hames or others as appropriate):**

- **Include up to Coastal Change Management Area (CCMA) Technical Evidence and maps as appropriate.**
- **Include graphs as provided by Mr T Wiersma, referenced as appropriate.**
- **To update the references for any facts stated.**
- **To include the project to install solar panels on Northam Hall roof, battery storage and charging point to supply EV vehicles and battery powered machinery.**
- **Include reference to the Energy 361 carbon audit, which had been undertaken since this current draft had been written.**
- **Include reference to, and the Council's support of, the Barnstaple, Bideford and Northam Local Cycling and Walking Infrastructure Plan (LCWIP).**
- **Include reference to requests for developers to include sustainable travel links in their Section 106 contributions and to locate developments near to existing settlements to avoid car dependency.**
- **Include an 'executive summary' as part of the introductory section on Aims and Visions.**
- **Include a section of the achievements of the Council to date, as part of introduction and completed actions.**
- **Consider the branding of the Action Plan, preparing a pared down version for circulation to schools.**
- **Include details of the work undertaken in an appropriate Council newsletter and on information boards at the May Fair on 30<sup>th</sup> April 2022 and on the Council's dedicated webpage.**

It was **resolved** to request the final revised version be presented to the March 2022 meeting of Full Council, accompanied by a presentation from Mr T Wiersma as a member of this Committee.

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

**2202/1111 To confirm the decision to meet virtually with representatives of the student body at Bideford College.**

It was agreed to defer this item to the March 2022 meeting of this Committee.

**2202/1112 To receive an update on EV charging in the Northam Town area.**

The Committee received an update from Cllr Hames, who reported that the Property Officer at Torridge District Council was still investigating the installation of a suitable charging unit at Wilkie's Field in Westward Ho!

**2202/1113 To receive an update on Footpath Guides for the Northam area.**

Cllr Laws volunteered to walk some of the paths start to draft a guide. It was noted that a member of the Westward Ho! community leads walks on a voluntary basis and they may be willing to assist the Council in this work.

It was **resolved** to make contact with the Westward Ho! resident to discuss working together on the matter.

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

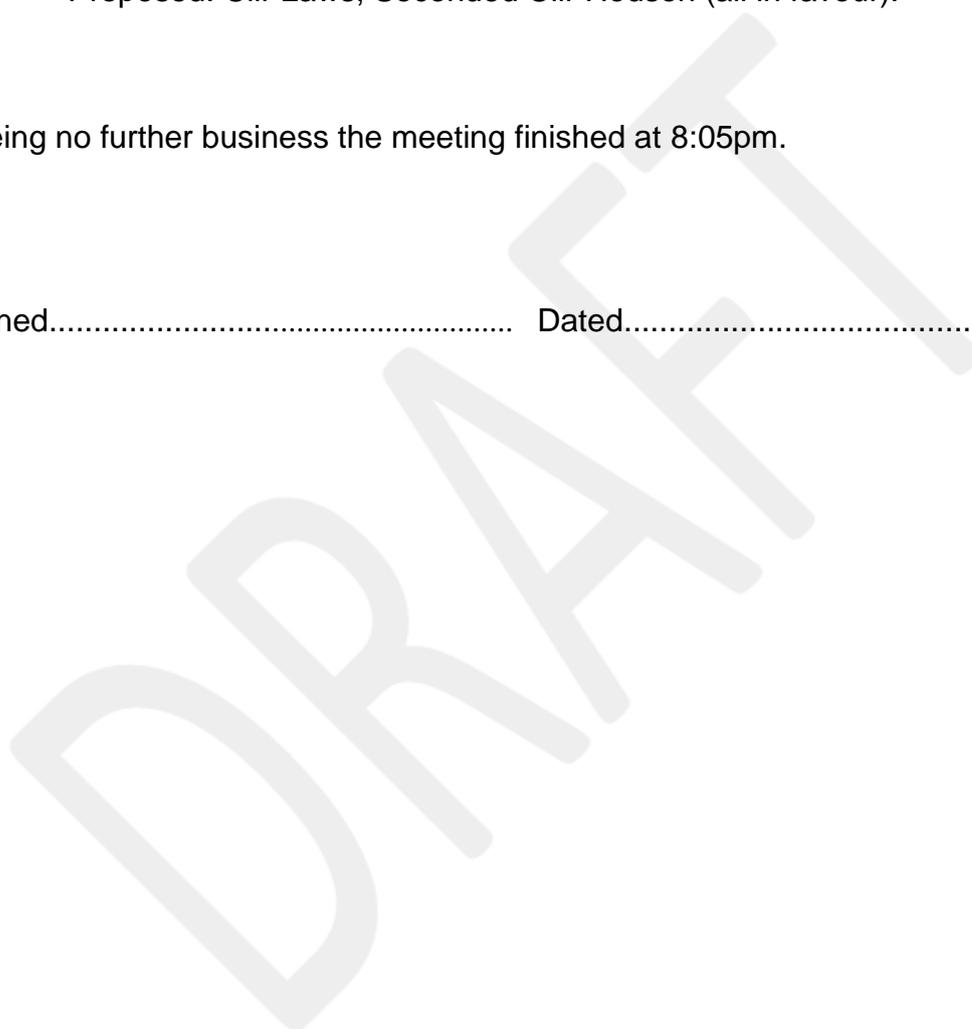
**Action point: Deputy Town Clerk to make contact with the resident.**

**2202/1114 To consider the revised quote for Solar PV installation at Northam Hall**  
The Deputy Town Clerk reported that revised, up to date quotes had been received from the identified contractor. Further, pre-application advice had been sought from Torridge District Council, the final report of which was awaited. Cllr Hames noted that the Committee held sufficient budget for this project in financial year 2021-22, the revised quotes being within the budget set at a previous meeting.

It was resolved to recommend to the February 2022 meeting of Full Council that the 12 solar PV panels, 2 batteries and an EV charger be installed at Northam Hall, paid from CEC budget (to £15000) as a stand-alone project.  
Proposed: Cllr Laws, Seconded Cllr Hodson (all in favour).

There being no further business the meeting finished at 8:05pm.

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



## Action points for March 2022

RAG rating:	Green Complete	Amber In progress	Red To start
1. Drafting a Northam Town area Footpath Guide:	2.1 Cllr Hames review the project and make contact with local groups.		On the agenda
	2.2 Deputy Town Clerk to research App development and liaise with the Ranger at Northam Burrows.		The DTC has made contact with the Burrows Rangers, meeting to be arranged. App development is a specialist skill, which the NTC staff do not have. The project would have to be put in the hands of an App developer. A meeting remains to be confirmed with the Burrows Rangers.
	2.3 Deputy Town Clerk to Contact Westward Ho! resident who leads walks in the area.		Contact delayed until action on after the direction of related project is confirmed.
2. EVs	Cllr Hames to request consideration of the installation of EV charge points at Bone Hill be placed on a future Full Council agenda.		Requested to be on the Full Council agenda for March 2022. Complete.
	Cllr Hames to write to TDC regarding the installation of EV charge points at Wilkies Field car park in Westward Ho!		To be updated at the meeting. ongoing
3. Working with Bideford College on climate-related matters. Cllr Hodson to liaise with the Cadet to establish suitable dates for a Zoom meeting.	Decision to be included on the March 2022 agenda for ratification.		On the agenda and ongoing.

4. Life on the Verge	Deputy Town Clerk to advise relevant Devon CC officers (NHO and Ecologists) of the Council's planned verge maintenance activities.	Report submitted to the NHO, following meetings with the Ecologist.
	Council maintenance staff to work according to the plans, including any training or advice necessary.	Ongoing
5. Solar PV at Northam Hall	Deputy Town Clerk to instruct supplier.	The installer has been instructed. Current dates for installation appear to be by June 2022. Pre-App advice sought from TDC, response awaited.
6. Draft Climate Action Plan	Amendments agreed at Feb2022 meeting to be made.	On the agenda.
7. Rain water capture at Northam Hall	Deputy Town Clerk to order the required equipment and plan the installation with the maintenance team.	Barrels, pumps and pallets received. Plans to install before the end of March 2022.