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

To: All Members of the Northam Town Council

Town Clerk: Mrs Jane Mills MILCM
Telephone: 01237/474976
e-mail: townclerk@northamtowncouncil.gov.uk

You are hereby summoned to attend a meeting of the Town Council which will be held on Wednesday 22nd February 2023 in the Town Hall Windmill Lane, Northam at 6.30 pm. The agenda for the meeting is set out below. Members of the public are welcome to attend the meeting

M. J. Mills

Jane Mills BA (Hons) Community Governance, PSLCC, MILCM
Town Clerk

Date of issue: 16th February 2023

Members are requested to switch off their mobile phones

Prayers will be said at 6.25pm for those wishing to attend
Followed by report on Youth Work

AGENDA

- 1 Apologies
- 2 Chairman's announcements
- 3 **Declarations of interest**
Members are reminded that all interests must be declared prior to the item being discussed)
- 4 **To agree the agenda between Part A and Part B (confidential information)**
- 5 **To confirm and sign the minutes of the Town Council Meeting held 25th January 2023**
- 6 **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)**
 - Neighbourhood Plan – 1st December 2022 (*herewith*)
 - Planning – 5th and 19th January 2023 (*herewith*)
 - Town Projects 9th January 2023 (*herewith*)
- 7 **Action Points (*herewith*)**
- 8 **To receive and consider reports from the Town Clerk (*herewith*)**
Bank reconciliation as presented to Finance and HR

9 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.

A question shall not receive a response at the meeting nor start a debate on the question. The chair of the meeting may direct that a written or oral response be given

- 10 To consider a further request from Appledore Fire Station to fund the cost of a cabinet to go on the Fire Station, to re-house the defibrillator which the Fire Brigade has at the station**
- 11 To ratify a decision made under Chairman's Announcements at the last meeting to accept the Heads of Terms for Blackies**
- 12 To consider that the council considers a one-off donation towards the Turkey Syria Earthquake appeal**
- 13 Correspondence:**
- 14 Street Matters: All street matters forwarded by e-mail**
- 15 To receive a Police/Councillor Advocate Report**
- 16 Summary Report from County Councillor**
- 17 Summary Report from a District Member (3 minutes)**

PART B

- 18 To resolve: that under section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 that the public and press be excluded from the meeting.**
- 19 To confirm and sign the minutes of the Town Council Meeting held January 25th 2023 Part B (*herewith*)**
- 20 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 9th January 2023 (*herewith*)
- 21 To consider a contract for gas at Northam Hall (updated confidential report attached)**
- 22 To consider the report on drains at Northam Hall (*herewith*) and the price for the work (*subject to receipt of quotes*)**
- 23 To resolve to readmit members of the press and public**

**Northam Town Council – Minutes of a meeting of the Town Council held on
Wednesday 25th January 2023 in the Town Hall at 6.30 pm**

The Local Police Neighbourhood Beat Manager attended and gave an update about the team at Bideford, he reported on crime figures, he advised he hopes to attend future meetings and bring further reports to the meetings. He then answered questions and was thanked by the Mayor for his attendance.

Present: Cllrs Laws, (Chair), Davis, Edwards, Ford, Mrs Hodson, Leather, Mrs McCarthy, Miss Manley, Newman- Mckie, Sargent, and Tisdale
In attendance: Mrs J Mills, Town Clerk, Mr G Langton – Deputy Town Clerk
Mrs P Hoskins Administrative Assistant. Reverend Sutton

2301/812 Apologies

Apologies were recorded on behalf of Cllr Hames, Himan, and Miss Woodhouse

2301/813 Chairman's Announcements

Members were advised that we have received quotes for CCTV inspection of Northam Hall drains. It was agreed that the Town Clerk proceeds with the second option.

There was a discussion regarding a licence from TDC for the garage in Windmill Lane and it was agreed to proceed. It was further agreed to proceed with installing an alarm on the property. Members were further advised that we have just received the proposed Heads of Terms for Blackies which were read out at the meeting. It was agreed to accept them and ratify the decision at the next Full Council meeting.

Action points:

Ratify the decision on Heads of Terms for Blackies at the next meeting (agenda item) proceed with CCTV inspection of drains Northam Hall, proceed with Licence from TDC and fitting alarm.

2301/814 Declarations of interest

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

2301/815 To agree the agenda between Part A and Part B

It was **resolved** to agree the agenda between Part A and Part B, after bringing forward the County Councillor report to follow agenda item 8
Proposed: Cllr Tisdale, Seconded: Cllr Miss Manley (all in favour)

2301/816 To confirm and sign the minutes of the Town Council Meeting held 21st December 2022

It was **resolved** to sign the minutes of the Town Council Meeting held 21st of December 2022

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

2301/817 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 and Asset Management – 6th December 2022 (*herewith*)
- Climate Emergency – 13th December 2022 (*herewith*)
- Finance & HR- 12th December 2022 (*herewith*)
- Planning – 8th December 2022 (*herewith*)
- Westward Ho! Park – 22nd November 2022 (*herewith*)

It was agreed to note and adopt the reports of minutes and resolutions

2301/818 Action Points (*herewith*)

It was agreed to note the action points

2301/819 To receive and consider reports from the Town Clerk (*herewith*)

Bank reconciliation as presented to Finance and HR

It was agreed to note the report

2301/820 Report from County Councillor (brought forward)

The County Councillor spoke about the proposed budget increase for 2023/24, he is working constantly on pothole issues in the area and also drainage issues. He is also working on transport for schoolchildren in the area.

He advised there was a small amount of funding available from his County Council pot and it was agreed to apply towards the cost of replacement finger posts in Westward Ho!

Action Point: apply for a grant from Devon County Council

2301/821 Public Participation

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A question shall not receive a response at the meeting nor start a debate on the question. The chair of the meeting may direct that a written or oral response be given

2301/822 To consider a report on a 20mph zone for Appledore to be submitted to Devon County Council (information herewith)

After some discussion it was proposed by Councillor Mrs McCarthy and seconded by Councillor Newman McKie that the Council applies to Devon County Council for 20 mile an hour zones outside all the schools in the town council area.

There was a further proposal from Councillor Edwards, seconded by Councillor Tisdale that this would be in addition to the proposals submitted by the Appledore Councillors

The votes for the second proposal (4 in favour, 6 against and 1 abstention) the votes for the first proposal were (8 in favour, 2 against, and 1 abstention, so the first proposal was carried.

Action Point: Submit proposals for 20mph zones outside the schools within the Town Council area

- 2301/823** **To ratify a decision made under Chairman's Announcements at the last meeting to open the Chamber as a warm place from Monday to Friday 9.am to 1pm**
It was **resolved** to ratify a decision made under Chairman's Announcements at the last meeting to open the Chamber as a warm place from Monday to Friday 9.am to 1pm
Proposed: Cllr Laws, seconded: Cllr Miss Manley (All in favour)
- 2301/824** **To consider arranging information meetings regarding the May Election and becoming a Councillor**
It was **resolved** to arrange an informal evening session with three councillors and staff members to encourage interest in standing as a Town Councillor
Proposed: Cllr Ford, seconded: Cllr Davis (majority in favour with 2 abstentions)
Action Point: Arrange an informal evening session
- 2301/825** **To receive an update on the "Coronation May Fair" following the working group meeting.**
Members were advised that everything is progressing well, booking of entertainers is almost complete. There are 3 remaining stalls available, the programme has been drafted and all advertising sold.
Members were advised of the cost of event insurance for bad weather but agreed not to proceed.
- 2301/826** **To consider options for "Coronation Gifts for the schools**
It was **resolved** to purchase 1250 Kew Medals, design as shown at the meeting with engraving.
Proposed: Cllr Sargent, Seconded: Cllr Davis (all in favour)
Action Point: Order medals for the schools
- 2301/827** **To consider a request from Climate Emergency Committee for funding of the balance of the Northam Hall insulation to come from an alternative source.**
It was **resolved** to fund the balance in the region of £1600 from Northam Hall improvements
Proposed: Cllr Hodson, Seconded: Cllr Miss Manley (9 votes in favour)
Action Point: arrange transfer of funding
- 2301/827** **Correspondence:**
Email from Bideford Harbourmaster
Thank you card from King Charles III (held in office)
Christmas card from Mondeville (held in office)
It was agreed to note the correspondence and to suggest to the Harbourmaster that the Appledore Maritime Museum may have additional information.

2301/828 **Street Matters: All street matters forwarded by e-mail**
This item was noted

2301/829 **To receive a Police/Councillor Advocate Report**
Members were advised that Cllr Sargent has worked hard to engage with the police and enabled the visit by the police to tonight's meeting. He will be accompanying the local police on a night patrol shortly. He will be resuming speedwatch shortly.

2301/830 **Summary Report from a District Member (3 minutes)**
Members were invited to attend External Overview and Scrutiny Committee at TDC on 1st February. There was good news about the levelling up fund for the innovation centre in Appledore. Officers at TDC had worked extremely hard to move this forward. It was re-iterated that all eleven sites suggested for affordable housing in TDC will be looked at and consideration given. It was confirmed that the suggestion about the cruise ship has been examined and declared not economical.

Northam Town Council – Minutes of the Planning Meeting held 5th January 2023 at 6.30 pm in the Council Chamber, Windmill Lane, Northam.

Present: Cllrs Davis (Chairman), Hames, Laws, Miss Manley, Mrs Hodson and Tisdale.
In attendance: Guy Langton – Deputy Town Clerk

- 2301/736 Apologies**
 Apologies were recorded on behalf of Cllr Newman-McKie.
- 2301/737 Chairmans Announcements:**
 Cllr Hames reported that, in line with the council's concerns over the HELAA advisory panel appointment process, other local groups were also registering their concerns.
- 2301/738 To agree the agenda as published**
 It was **resolved** to agree the agenda as published.
 Proposed: Cllr Hames, Seconded Cllr Tisdale (all in favour).
- 2301/739 Declarations of interest:**
 Members were reminded that all interests should be declared prior to the item being discussed.
- 2301/740 To confirm and sign previous planning committee meeting minutes.**
 It was **resolved** to confirm and sign the minutes of the Planning Committee Meeting held 8th December 2022.
 Proposed: Cllr Tisdale, Seconded: Cllr Laws (all in favour).
- 2301/741 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.
 No members of the public were present.
- 2301/742 Torridge District Council Planning Applications:**
 Torridge District Council, the determining Authority, has asked for comments from the Town Council on the following Parish planning applications:

Cllr Laws declared an interest in the first item for consideration and did not take part in the discussion of vote.

i) **1/1152/2022/FUL**

Applicant: J Ford

Location: Land And Buildings Diddywell Road, Appledore

Response date: 24th December 2022 (extension to 6th January 2023 granted)

Proposal: Demolition of existing storage building and replace with the erection of 2-bed single storey dwelling and retention of existing workshop (unaltered) - Variation of condition 2 of Planning Approval 1/0126/2021/FUL - Design of dwelling.

Cllr Hames **proposed** that the application be recommended for refusal on the grounds that it was outside the development boundary, in the undeveloped coast and open countryside, so contrary to Local Plan 2031 policy DM27). This was seconded by Cllr Tisdale. A majority of the committee voted against this proposal, which duly fell.

It was then **resolved** to recommend the proposal for approval.

Proposed: Cllr Miss Manley, Seconded: Cllr Mrs Hodson (Majority in favour).

ii) 1/1048/2022/FUL

Applicant: J Harper

Location: 1 College Close, Westward Ho!

Response date: 25th December 2022 (extension to 6th January 2023 granted)

Proposal: Extension of existing garage to provide additional living accommodation to the existing property.

It was **resolved** to recommend the proposal for approval.

Proposed: Cllr Miss Manley, Seconded: Cllr Mrs Hodson (All in favour).

iii) 1/1155/2022/FUL

Applicant: R White

Location: Yeoldon House Cottage, Durrant Lane, Northam

Response date: 29th December 2022 (extension to 6th January 2023 granted)

Proposal: Proposed extension and alterations (Affecting a Public Right of Way) - Variation of condition 2 in relation to application 1/0808/2020/FUL - Design of extension.

It was **resolved** to recommend the proposal for approval.

Proposed: Cllr Miss Manley, Seconded: Cllr Laws (All in favour).

iv) 1/1128/2022/FUL

Applicant: D Gilbey

Location: 24 Highfield, Northam

Response date: 8th January 2023

Proposal: First floor extension & alterations to existing bungalow.

It was **resolved** to recommend the proposal for approval, subject to any issues regarding overlooking neighbouring properties has been resolved.

Proposed: Cllr Tisdale, Seconded: Cllr Hames (All in favour).

v) 1/1221/2022/FUL

Applicant: M South

Location: 19 Dudley Way, Westward Ho!

Response date: 9th January 2023Proposal: Alterations including east side extension (Re-submission of 1/0228/2022/FUL)It was **agreed** to note the application only.vi) 1/0905/2022/LBC

Applicant: D King

Location: 5 Odun Road, Appledore

Response date: 12th January 2023

Proposal: Installation of 3 (three) rooflights to the front elevation

It was **resolved** to recommend the proposal for approval.

Proposed: Cllr Miss Manley, Seconded: Cllr Laws (Majority in favour).

vii) 1/1236/2022/FUL

Applicant: Skern Lodge

Location: Skern Lodge, Appledore

Response date: 12th January 2023

Proposal: Proposed wc/shower/wash building

It was **resolved** to recommend the proposal for approval.

Proposed: Cllr Mrs Hodson, Seconded: Cllr Miss Manley (All in favour).

viii) **1/1249/2022/REM**

Applicant: R Ashton

Location: Land At Grid Reference 243202 129005, Kingsley Road, Westward Ho!

Response date: **13th January 2023**Proposal: Reserved matters application for Appearance, Landscaping, Layout, Access and Scale pursuant to planning approval 1/1142/2021/OUT (Re-submission of 1/0798/2022/REM)

It was **resolved** that the proposal be recommended for refusal on the grounds that: The amendments had not addressed any of the concerns of the council, the previous comments would be submitted, as presented below. Further concern was noted that South West Water had advised that any sewer realignment would need to be at the expense of the applicant and the council expected this to be noted in the conditions, should the planning authority be minded to approve the proposal, a condition be placed on that approval requiring the applicant to undertake any work as advised by South West Water.

Proposed: Cllr Hames, Seconded: Cllr Tisdale (All in favour).

2301/743 Torridge District Council Planning Decisions

It was noted that Torridge District Council, the determining Authority, had **granted permission** for the following applications.

i) **1/0978/2022/FUL**

Proposal: Proposed alterations to frontage, including replacement garden room with first floor balcony and associated landscaping.

Location: Jordans , First Raleigh, Bideford

(Northam recommended this proposal be granted permission)

ii) **1/0667/2022/FUL**

Proposal: Separation and alteration of existing dwelling into 2no. dwellings (Affecting a Public Right of Way) (Additional information and amended plans)

Location: Boathyde, Churchill Way, Northam

(Northam recommended this proposal be refused permission)

iii) **1/0958/2022/LA**

Proposal: Change of use from office (Class E) to hostel accommodation (Sui Generis)

Location: 4 Hubbastone Road, Appledore

(Northam recommended this proposal be granted permission)

iv) **1/0901/2022/FUL**

Proposal: Part retrospective, conservatory over lower ground garage/store.

Location: Grandmas, Chircombe Lane, Northam

(Northam recommended this proposal be granted permission)

v) **1/0005/2022/FUL**

Proposal: Proposed Extension (Amended Plans)

Location: Sea Fret, 4 Pebbleridge Road, Westward Ho!

(Northam recommended this proposal be refused permission)

vi) **1/1112/2022/FUL**

Proposal: Proposed additional first floor and associated external works further to planning approval 1/0511/2022/HPD

Location: 11 Polywell, Appledore

(Northam recommended this proposal be refused permission)

2301/744 Torridge District Council Planning Decisions

It was noted that Torridge District Council, the determining Authority, had **refused permission** for the following application.

i) **1/0960/2022/OUT**

Proposal: Outline application for 2no. dwellings with all matters reserved except access
Location: Syringa, Northam
(Northam recommended this proposal be refused permission)

2301/745 Torridge District Council Planning Decisions

It was noted that Torridge District Council, the determining Authority, had notified the Town Council the following application has been **withdrawn**.

i) **1/0842/2022/FUL**

Proposal: Retrospective application for the installation of three Portacabins for use as office space
Location: Northam Lodge, Rosehill, Heywood Road
(Northam recommended this proposal be refused permission)

There being no further business the meeting closed at 7.25pm

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

Northam Town Council – Minutes of the Planning Meeting held 19th January 2023 at 6.30 pm in the Council Chamber, Windmill Lane, Northam.

Present: Cllrs Davis (Chairman), Hames, Mrs Hodson, Laws, Miss Manley and Sargent.

In attendance: Guy Langton – Deputy Town Clerk; Three members of the public.

2301/804 Apologies

Apologies were recorded on behalf of Cllr Newman-McKie.

2301/805 Chairmans Announcements:

Cllr Hames asked if the council had received a response to its letter to Mr Ian Rowland at Torridge District Council regarding the composition of the HELAA panel. The Deputy Town Clerk confirmed a response had not yet been received.

Action: Deputy Town Clerk to request a response from Mr Rowland.

2301/806 To agree the agenda as published

It was **resolved** to agree the agenda as published.

Proposed: Cllr Hames, Seconded Cllr Laws (all in favour).

2301/807 Declarations of interest:

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

Cllr Mrs Hodson declared she had a social relationship with the applicant for 1/1261/2022/FUL, but no pecuniary interest.

Cllr Miss Manley declared she had a social relationship with the applicants for 1/1225/2022/FUL and 1/1261/2022/FUL, but no pecuniary interests.

Cllr Laws declared his property was a neighbour of the property that was subject to proposal 1/1298/2022/FUL.

2301/808 To confirm and sign previous planning committee meeting minutes.

It was **resolved** to confirm and sign the minutes of the Planning Committee Meeting held 5th January 2023, with an addition to the minuted response for 1/1152/2022/FUL, to read that *Cllr Hames proposed refusal was on the grounds that:*

it was outside the development boundary, in the undeveloped coast and open countryside, so contrary to Local Plan 2031 policy DM27).

Proposed: Cllr Laws, Seconded: Cllr Manley (majority in favour, one abstention – absent from the meeting).

2301/809 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.

One member of the public addressed the committee. He was the proposer of application 1/1278/2022/FUL, his address outlined his reasons for seeking the permission.

2301/810 Torridge District Council Planning Applications:

Torridge District Council, the determining Authority, has asked for comments from the Town Council on the following Parish planning applications:

It was resolved to consider proposal 1/1278/2022/FUL before the other proposals.

Proposed: Cllr Hames, Seconded: Cllr Davis (all in favour).

- i) **1/1278/2022/FUL** Applicant: J Freeman
Location: Stables At Grid Reference 246073 129761, Wooda Road, Northam
Response date: 2nd February 2023
Proposal: Demolition of domestic stable block, construction of 1 (one) dwelling with associated landscaping and parking.
It was **resolved** to recommend the proposal be approved.
Proposed: Cllr Manley, Seconded: Cllr Laws (all in favour).
- ii) **1/1245/2022/FUL** Applicant: L Calkin
Location: 4 Scott Avenue, Appledore
Response date: 15th January – extension granted to 20th January 2023
Proposal: Proposed first floor extension, a new porch, and a rear canopy along with reconstruction of the existing garage.
It was **resolved** to recommend the proposal be approved, subject to any issues with overlooking being resolved.
Proposed: Cllr Laws, Seconded: Cllr Hames (majority in favour).
- iii) **1/1261/2022/FUL** Applicant: A Buck
Location: Buck House, Chircombe Lane, Northam
Response date: 15th January – extension granted to 20th January 2023
Proposal: Conversion of existing outbuilding to dwelling (Removal of condition 3 of permission 1/1192/2007/FUL).
Note: Condition 3 required the permanent closure of the then existing access on to Chircombe Lane for reasons of highway safety issues resulting from traffic generation.
It was **resolved** to recommend the proposal be refused, there being no compelling reason given that the third condition applied to the permitted application 1/1192/2007/FUL be withdrawn.
Proposed: Cllr Hames, Seconded: Cllr Sargent (majority in favour).
- iv) **1/1114/2022/FUL** Applicant: Roberts
Location: 11 Cornborough Road, Westward Ho!
Response date: 27th January 2023
Proposal: Proposed single storey extension & erection of double garage.
It was **resolved** to recommend the proposal be approved.
Proposed: Cllr Mrs Hodson, Seconded: Cllr Miss Manley (all in favour).
- v) **1/1226/2022/FUL** Applicant: H Wise
Location: Land At Grid Reference 245265 130328, Burrows Lane, Appledore
Response date: 27th January 2023
Proposal: Change of use from agricultural field to dog exercise field and equestrian grazing (Variation of condition 3 of planning permission 1/0957/2021/FUL) - **extension to opening hours**.
Note: Condition 3 required the premises to restrict opening to between 09:00 and 19:00 daily in the interest of the amenity of local residents.
It was **resolved** to recommend the proposal be approved.
Proposed: Cllr Mrs Hodson, Seconded: Cllr Laws (majority in favour).

- vi) **1/1225/2022/FUL** Applicant: Simmons
 Location: Merlewood , Southwood Drive, Bideford
Response date: 27th January 2023
 Proposal: Demolition of single storey extension and erection of two storey side extension and alterations.
 It was **resolved** to recommend the application be refused, on the grounds that the proposal as presented would result in a property that was overbearing, out of keeping with neighbouring properties and have a detrimental impact on the street scene.
 Proposed: Cllr Miss Manley, Seconded: Cllr Davis (majority in favour).
- vii) **1/1251/2022/FUL** Applicant: Taylor
 Location: Surf Bay Leisure, Surf Bay Holiday Park, Golf Links Road
Response date: 28th January 2023
 Proposal: Demolition of existing Surf Bay Holiday Park reception building. Proposed mixed use new two storey reception building & holiday unit.
 It was **resolved** to recommend the proposal be approved.
 Proposed: Cllr Miss Manley, Seconded: Cllr Sargent (majority in favour).
- viii) **1/1298/2022/FUL** Applicant: O Hamid
 Location: Land At Grid Reference 243198 129126, Nelson Road, Westward Ho!
Response date: 2nd February 2023
 Proposal: Demolition of existing bungalow & construction of an apartment building containing two dwellings (Variation of conditions 2 & 4 of planning permission 1/0094/2019/FUL).
 Note: Condition 2 required the development hereby permitted shall be carried out in accordance with the approved plans listed in the Plans Schedule.
 Condition 4 required the vehicular access, parking and manoeuvring facilities indicated on the approved plan to be provided surfaced and drained and be permanently set aside as parking. This was to ensure that adequate parking facilities were always to be available.
 It was **resolved** to recommend the proposal be approved.
 Proposed: Cllr Mrs Hodson, Seconded: Cllr Miss Manley (majority in favour).
- ix) **1/1256/2022/FUL** Applicant: L Sherborne
 Location: 37 Hanson Park, Northam
Response date: 3rd February 2023
 Proposal: Two storey extension to rear of property to replace existing glazed conservatory, together with internal alterations.
 It was **resolved** to recommend the proposal be approved.
 Proposed: Cllr Mrs Hodson, Seconded: Cllr Miss Manley (all in favour).

2301/811 Torridge District Council Planning Decisions

It was noted that Torridge District Council, the determining Authority, had **granted permission** for the following applications.

- i) **1/1411/2021/FUL**
 Proposal: Retrospective application for the installation of stables, storage barn, turn out area, access track and associated works.
 Location: Stables At Grid Reference 245561 130237, Long Lane, Appledore
 (Northam recommended this proposal be granted permission)

- ii) **1/0758/2022/FUL**
Proposal: Erection of additional living accommodation in the rear garden of applicant's home.
Location: 27 Burrough Road, Northam
(Northam made comments only regarding the proposal)

- iii) **1/1085/2022/FUL**
Proposal: Existing wall to be raised and erection of timber shelter.
Location: 141 Irsha Street, Appledore
(Northam recommended this proposal be granted permission)

- iii) **1/1048/2022/FUL**
Proposal: Extension of existing garage to provide additional living accommodation to the existing property
Location: 1 College Close, Westward Ho!
(Northam recommended this proposal be granted permission)

There being no further business the meeting closed at 7.32pm

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

Minutes

Northam Town Council – Minutes of the Town Projects and Asset Meeting held on Monday 9th January 2023 in the Council Chamber, Windmill Lane, Northam

Present: Cllrs Tisdale (Chairman), Miss Woodhouse, Edwards, Hames, Himan, Laws, Leather and Mrs McCarthy from minute 2301/756

In attendance: Mrs Jane Mills – Town Clerk
Cllr Mrs Hodson – non-committee member

- 2301/746 Apologies**
Apologies were received from Cllr Mrs McCarthy who arrived at minute no
- 2301/747 Chairman’s announcements**
The Town Clerk advised members that a response and information had been received from the gig club, this will be an agenda item for the next meeting
Action point: Agenda item next meeting.
- 2301/748 Declarations of interest**
Members were reminded that all interests should be declared prior to the item being discussed.
There were none
- 2301/749 To agree the agenda between Part A and Part B**
It was **resolved** to agree the agenda
Proposed: Cllr Hames, Seconded: Cllr Laws (all in favour)
- 2301/750 To confirm and sign the minutes of the Town Projects Meeting held 6th December 2022 as correct record.**
It was **resolved** To confirm and sign the minutes of the Town Projects Meeting held 6th December 2022 as correct record.
Proposed: Cllr Leather, Seconded: Cllr Himan (all in favour).
- 2301/751 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.
No members of the public were present.
- 2301/752 To consider Action Points**
The Action Points were noted
- 2301/753 To consider replacement finger posts at Westward Ho!**
It was agreed that a report is brought to the next meeting detailing ideas and costings.
Action Point: Bring a report on finger posts to the next meeting
- 2301/754 To consider the equipment at Anchor Park (multiplay)**
It was **resolved** to seek at least three quotes for a similar piece of replacement equipment and resurfacing the area below.
Proposed: Cllr Hames, Seconded: Cllr Edwards (all in favour)
Action Point: seek quotes, bring a report to a future meeting.
- 2301/755 To consider “TrailTale”**
It was **resolved** not to proceed with consideration of this App at present
Proposed: Cllr Laws, Seconded: Cllr Leather (majority in favour one abstention)
Cllr Mrs McCarthy arrived at the meeting

FULL COUNCIL

ACTION POINTS FEBRUARY 2023

Chairman's Announcements	Ratify the decision on Heads of terms for Blackies at the next meeting (agenda item) Proceeded with CCTV inspection of drains Northam Hall. Agenda item Proceeded with Licence from TDC for the garage at Town Hall and fitting alarm. In progress
Report from County Councillor	Town Clerk applied for a Grant from the County Councillor's Locality Fund 26/1/23 Progressing
To consider a report on 20mph zone for Appledore to be submitted to Devon County Council	Proposals submitted on 30th January 2023
To consider arranging information meetings regarding the May Election and becoming a Councillor	Town Clerk arranged an informal evening session. Date will be 22 nd March 2023 6.30 pm-8.30pm
To consider options for "Coronation Gifts" for the schools	Ordered 1100 Marlborough medals for the schools after emails sent to all Members and numbers received from schools
To consider a request from Climate Emergency Committee for funding of the balance of the Northam Hall insulation to come from an alternative source.	Arranged transfer of funding
To consider a contract for gas at Northam Hall	Deferred, further information on agenda

Northam Town Council

13 February 2023 (2022-2023)

8

Prepared by: Jane Mills
Name and Role (Clerk/RFO etc)

Date: 13/2/23

Approved by: _____
Name and Role (RFO/Chair of Finance etc)

Date: 20/2/23

Bank Reconciliation at 13/02/2023			
	Cash in Hand 01/04/2022		289,131.66
	ADD Receipts 01/04/2022 - 13/02/2023		557,248.80
	SUBTRACT Payments 01/04/2022 - 13/02/2023		846,380.46
			537,423.67
A	Cash in Hand 13/02/2023 (per Cash Book)		308,956.79
	Cash in hand per Bank Statements		
	Cash 13/02/2023	0.00	
	Nationwide Saver 13/02/2023	0.00	
	Northam Town Council Burrows 13/02/2023	0.00	
	Northam Town Council 13/02/2023	81,474.72	
	Cambridge Building Society 13/02/2023	56,425.31	
	Nationwide 95 day account 13/02/2023	86,607.35	
	Cambridge and Counties Bank 13/02/2023	86,160.12	
	Petty Cash 13/02/2023	87.54	
	PayPal Account 13/02/2023	0.00	
			310,755.04
	Less unrepresented payments		1,798.25
			308,956.79
	Plus unrepresented receipts		
B	Adjusted Bank Balance		308,956.79
A = B Checks out OK			

SA



Accounts

< [back to Accounts](#)



Payment and transfers

NORTHAM TOWN



Search transactions

Your balance as of 13/02/2023 at 12:04

[Make A Payment](#)

[Download Statements](#)

COUNCIL



Approvals

£ 81,474.72

Available balance



Payees

How your available balance works

+

Current balance

£ 81,474.72

Overdraft limit

£ 0.00

Excluded from your available balance

Remaining overdraft

£ 0.00



Reports & Statements



Cheques

Account number

[REDACTED]

Sort code

[REDACTED]

Account type

COMMUNITY DIRECT

Name

NORTHAM TOWN COUNCIL

Nickname

NORTHAM TOWN COUNCIL



Settings

[See more account details](#)

+



Manage service requests



Jane Mills

From:
Sent:
To:
Subject:

10

Hi Jane,

We are looking for a maximum of £600.00 This is to purchase the box to house the defib. My company (Southern Alarm Services Ltd.) will install and configure the 'box' completely free of charge.

As a station we plan to raise the funds to maintain the defib and replace pads/batteries when required.

Kind regards,

Phill.



From: Jane Mills <townclerk@northamtowncouncil.gov.uk>

Sent: 12 February 2023 17:28

Subject: defibrillator.

Hi Phil

Can you advise exactly how much funding you are looking for, as I know Members will ask this, also can you confirm there will be no subsequent expenditure required from the Town Council

Thanks

Jane

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