



**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 Tuesday 9th August 2022 at 6.30pm in the 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: 29th July 2022

The following are Members of the Climate Emergency Committee:

Councillors Hames, Newman-McKie, Mrs Hodson, Mrs McCarthy plus the Mayor (Cllr Laws), ex-officio.

All Members of the Council are entitled to attend.

Co-opted Members: Mr T Wiersma, Ms W Lo-vel.



Lords of the Manor



The local Council for Appledore, Northam, Orchard Hill and Westward Ho!
Twinned with Mondeville, France and Büddenstedt, Germany
Office open: Monday to Friday mornings



Trustees of the Common Right

AGENDA

Part A

- 1 Apologies.**
- 2 Chairman's Announcements.**
- 3 Declarations of interest**
- 4 To agree the agenda as published.**
- 5 To confirm and sign the minutes of the meeting held on 12th July 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 receive an update on the budget available to the Committee for the remainder of 2022-23 *(herewith)*.**
- 9 To consider applications for co-option to the Committee *(herewith)*.**
- 10 To confirm the decision to meet virtually with representatives of the student body at Bideford College *(verbal)*.**
- 11 To receive an update on Footpath Guides for the Northam area *(verbal)*.**
- 12 To consider quotes and estimates received to insulate the roof space at Northam Hall *(herewith)*.**
- 13 To consider quotes for the design of a poster to publicise actions and plans in response to the Climate Emergency *(herewith)*.**
- 14 To receive the updated action tracking list and consider next steps *(background information herewith)*.**
- 15 To receive an update on the LCWIP *(verbal, Cllr Hames)*.**

Northam Town Council – Minutes of the Climate Emergency Committee Meeting held 12th July 2022 at 6.30pm

Present: Cllrs Hames (Chairman), Mrs Hodson, Laws and Mrs McCarthy.
Ms W Lo-Vel (co-opted member).

In attendance: Guy Langton - Deputy Town Clerk

2207/215 Apologies

Apologies were received from Cllr Newman-McKie.

2207/216 Chairman's announcements

The Chairman reported he had attended a zoom meeting of North Devon and Torridge Climate Forum which heard a presentation on the recent IPCC Report by John Barrett, Professor in Energy and Climate Policy at Leeds University. There he heard there had been little change to national carbon emissions to date and that the target date of 2050 was not adequate, that it should be brought forward to 2040. The presenter also noted that the figures presented by government did not take imported emissions into account.

2207/217 Declarations of interest:

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

2207/218 To agree the agenda as published

It was **resolved** to agree the agenda as published.
Proposed: Cllr Laws, Seconded: Cllr Hames (all in favour)

2207/219 To confirm and sign the minutes of the meeting held on 14th June 2022

It was **resolved** to agree the minutes as recorded.
Proposed: Cllr Laws, Seconded: Cllr McCarthy (majority in favour).

2207/220 To consider Action Points

The action points were noted as presented.

Action point: Deputy Town Clerk to put planting and landscape management plans on a future agenda.

2207/221 Public Participation

No members of the public were present.

2207/222 To consider applications for co-option to the Committee

The Deputy Town Clerk reported no applications for co-option had been received.

It was **resolved** to extend the window to the end of August 2022.

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

Action point: Deputy Town Clerk to share the advert and form with members so all may circulate amongst their networks and community groups.

2207/223 To confirm the decision to meet virtually with representatives of the student body at Bideford College

Cllr Hodson noted it was best to approach the school close to the start of the new academic year in September 2022.

Action point: Cllr Hodson to liaise with senior leaders at Bideford College and report back the next meeting.

2207/224 To receive an update on Footpath Guides for the Northam area.

Cllr Hames had circulated the work done by a former member of staff at the Council. The committee discussed the publication of local walks by other groups, such as the South West Path website, the County and District Councils and others.

The committee noted that with numbers of local walks and routes already published, the project could move to a gathering and publication of the information available to its website and to be published in a future newsletter.

It was **resolved** to produce a webpage on the Council's website to publicise local walking and cycling routes and to publish the information in a future newsletter.

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

Action point: Deputy Town Clerk to prepare the webpage.

Action point: Committee members to share links to local walks and cycle routes to be gathered published on the webpage.

2207/225 To receive an update on the progress of the LCWIP.

The committee heard that the work was progressing and the steering group would be presenting its findings for further consultation in the autumn.

2207/226 To receive an update on roof space insulation at Northam Hall.

The Deputy Town Clerk reported the firms had not yet returned an estimate for the cost of the work.

Action point: Deputy Town Clerk to follow up the estimates to present to a future meeting of the committee.

2207/227 To consider the leaflet precisising the Draft Climate Action Plan.

The committee discussed various ways in which the information could be presented, including text-rich, tabular and graphic styles.

It was **resolved** to seek the cost of a graphical presentation of the Council's climate change journey and actions, which would form the front page of a future e-leaflet and hard copy leaflet as appropriate.

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

Action point: Deputy Town Clerk to prepare web page.

Action point: Deputy Town Clerk to approach designers for estimates of cost.

2207/228 To consider the actions as listed in the adopted Climate Change Action Plan

The committee discussed ways that it could approach tracking the actions as outlined in the Council's adopted Climate Action Plan. The committee agreed that the draft tracking table prepared by the Deputy Town Clerk would be populated and be presented to the next meeting of the committee. The committee envisaged this tracking paper to then form the body of the action points item at each meeting.

Action point: Cllr Hames to populate the action plan tracking table.

There being no further business the meeting finished at 8:40pm.

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

Action points for June 2022

RAG rating:	Green Complete	Amber In progress	Red To start
1. Drafting a Northam Town area Footpath Guide:	<p>Cllr Laws to meet local resident in Westward Ho! and research local walks to start guide.</p> <p>Estimated walking times to be included on signage planned for Westward Ho! Park.</p>	<p>On the agenda</p> <p>Ongoing</p>	
<p>2. Working with Bideford College on climate-related matters.</p> <p>Cllr Hodson to liaise with senior leaders at Bideford College and report back the next meeting.</p>	<p>Decision to be included on the agenda for ratification.</p>	<p>On the agenda and ongoing.</p>	
3. Life on the Verge	<p>Council maintenance staff to work according to the plans, including any training or advice necessary, which has been arranged with Gt Torrington Town Council, which has successfully managed areas for wildflowers across its parish.</p> <p>Yellow Rattle seeds ordered and received in anticipation of sowing in the autumn.</p> <p>Bulbs to be ordered.</p>	<p>Ongoing.</p> <p>Ongoing.</p>	

Planting the Town Hall frontage to be on the August TP agenda.		Ongoing. Request made.
4. Draft Climate Action Plan	Cllr Newman-McKie offered to draft a summary of the Plan	On the agenda.
5. Deputy Town Clerk to work with colleagues to coordinate future planting plans to minimise the environmental impact	Planting for 2022 was been planned on a red, white and blue theme in recognition of Her Majesty The Queen's Platinum Jubilee in June 2022.	Ongoing.
6. Insulation at Northam Hall. Deputy Town Clerk to approach organisations for up to date quotes.	Organisations contacted.	On the agenda. Complete.

7. Solar PV – generation analysis report.	Smart meter installed 30 th June 2022.	Report to be drafted for future meeting – ongoing.
<p>Notification received from electricity provider on 26.07.2022:</p> <p><i>The electricity provider is now in the process of applying for the export MPAN to link to the Council's meter, which will allow the provider to remotely collect export readings.</i></p> <p><i>This process involves communication with Western Power, and their timeframe for responding is 1-2 weeks.</i></p> <p><i>Once the export MPAN is generated, there will be a 1-2 week period to link and configure the Council's account.</i></p>		
8. Deputy Town Clerk to put landscape management and planting plans on a future agenda.	To be included on September 2022 agenda	Ongoing.
9. Deputy Town Clerk to share the advert and form (for co-option) with members so all may circulate amongst their networks and community groups.	Shared	Complete.
10. Deputy Town Clerk to prepare a walks and cycle routes webpage.	Local Walking & Cycling Routes - Northam Town Council	Complete.
11. Members to share links to walks and cycle routes.	One member has shared.	Ongoing.
12. Cllr Hames to update Climate Action Plan tracking table.	On the agenda.	Ongoing.

CLIMATE EMERGENCY COMMITTEE BUDGET

The Budget for the committee was agreed as £10,000 for 2022-23, though the budget allowed for up to £5,000 unspent funds to be carried forward from 2021-22, the underspend was greater than the £5,000 carried.

Budget total for 2022-23 was therefore **£15,000**

Spending to the end of July 2022 is as follows (exVAT):

Solar installation (£3,027 paid in year 2021-22)	£6,053
Life on the Verge – seeds	£55
Northam Hall water capture – sundry additional equipment	£81
Planting schemes	£554
	£6,743

Spending is planned on:

Solar installation – final payment	£3,027
	£9,770

Remaining funds for 2022-23 (£15,000 less £9,770) **£5,230**

Anticipated spending – unknown amounts (estimated at up to £4,500)

Life on the verge – bulbs and plants	
<i>(From a bulk supplier for autumn delivery ...</i>	
<i>1000 mixed narcissus bulbs is approx. £100</i>	
<i>500 mixed narcissus bulbs is approx. £50</i>	
<i>600 mixed narcissus, tulip and crocus bulbs is approx. £60</i>	
<i>350 native wildflower bulbs is approx. £80)</i>	
Northam Hall insulation <i>(highest approx. £3,500)</i>	
Promotion of the Climate Action Plan <i>(highest approx. £800)</i>	

CLIMATE EMERGENCY COMMITTEE CO-OPTION

CANDIDATE 1

Energy	I have a longstanding interest in eco-building and energy efficiency and I built clean-burning wood burners for a while. I qualified as a heating engineer in the process.	Water	I used to do quite a lot of what is now called "wild swimming" and that's not the only reason I am interested in the water quality of our rivers and beaches. I am also interested in keeping our drinking water clean in the safest way.
Transport	I now use a car for work and admit they are very handy, but I am passionate about making all the alternatives (walking, cycling, public transport) as easy and safe as possible to provide alternatives. Zoom meetings during Covid have also proved that lots of car journeys can be avoided.	Biodiversity	Like many of us I can remember headlights and car windows getting splattered with insects during summer evening drives with my parents. Something has clearly drastically changed since then, to the detriment of songbirds, birds of prey etc. Recovering biodiversity can start with how roadside verges, parks etc are managed, but also by communicating clearly with citizens about the choices they make in their gardens. I have become a volunteer with the Westward Ho! Park recently, which is a very good example of how a park can be managed in a nature friendly way.
Food	I come from a family of farmers and have worked on organic smallholdings in the past. I even taught permaculture for a short while (a system for creating sustainable, efficient, low input food) and currently grow herbs and vegetables on my patio in pots. This can be replicated easily, to give much enjoyment, improving mental health and reducing food miles.	Waste	I worked for Mid Devon Community Recycling in the past, which started as a community initiative even before councils started to have to take on the role of collecting recyclables. We saw it as one of our roles to educate the public (in a nice way) as to why recycling is so important. I was delighted when Northam decided to ban cheap polystyrene surfboards and am worried as is everyone else about what would happen to our former waste dump on the burrows if sea water breaches the dunes and pebble ridge in the future.

CANDIDATE 2

Energy	<input checked="" type="checkbox"/>	Water	
Transport		Biodiversity	
Food		Waste	

My wife & I have just moved to Appledore having converted a 1970's chalet/bungalow into a carbon neutral home. With a science background, I've had a life-long interest in nature & the environment and have been "banging on" about climate change for decades now. If I can contribute at all I'd be very pleased.

Officer's note:

The Terms of Reference for the Climate Emergency Committee allow for 4 members of the public to be co-opted. Currently there are two co-opted members. For clarity, the terms of reference are presented overleaf, with the relevant clause highlighted.

**NORTHAM TOWN COUNCIL
CLIMATE EMERGENCY COMMITTEE**

COMMITTEE STRUCTURE AND TERMS OF REFERENCE

To exercise on behalf of the Council powers and duties within existing policies and practices of general concerns to Northam excluding those matters specifically dealt with by another Committee.

COMPOSITION

- The Committee will comprise 5 Northam Town Councillors, in addition four residents of the Town Council area and the Mayor (ex-officio with full voting rights)

MEMBERSHIP

The Membership of the Committee will be decided upon its creation and the membership of the Committee to be re-appointed at the Annual Council Meeting in May each year.

MEETINGS

Meetings will be convened as per the Schedule of Meetings, agreed at the Annual Council Meeting in May each year.

MINUTES

Minutes will be presented to the next available ordinary meeting of the Town Council, for noting and adopting

QUORUM

- The quorum of the committee will be 4 members

GENERAL

- Councillors will be advised by the Town Clerk, whether a particular item under discussion is within the Committee's delegated powers. If it is within the delegated powers, the minutes will record RESOLVED. If not, the minutes will record the decision as RECOMMENDED and it will then be brought to the attention of the Full Council for decision.
- The Town Clerk will support the Committee assisted by other officers.
- The Committee is empowered to invite specialist professional officers or advisors to attend meetings, to provide guidance as to matters under discussion.

SPECIFIC DELEGATED POWERS / ROLE

Produce an action plan to achieve net carbon emissions by 2030, relating to the Council's buildings, and assets. To achieve significant reductions in carbon emissions in the Town Council area by 2030.

Liaise with other councils and consult and engage with other organisations and members of the public.

The committee is responsible for seeing through to completion all projects in the Northam Town Council Climate Emergency Plan.

Have the power to initiate public meetings.

BUDGETARY RESOURCES

The committee has been allocated funds in the budget which can be reviewed.

Northam Town Council



Climate Emergency Committee ***9th July 2022***

Report author: *Guy Langton. Deputy Town Clerk*

Insulation of Northam Hall

Introduction

1. The Committee has resolved to seek the costs of improving the insulation at Northam Hall.
2. The Hall has approximately 100mm of insulation currently installed, though it is understood this will have compressed overtime.
 - Insulation effectiveness is based on the volume of the insulation rather than the weight. The Officer understands that sheep wool insulation is more resistant to compression over time, thus increasing its effectiveness over time.
3. The Officer endeavoured to get 3 quotes as is required by the Council's financial regulations. Given the demands on the time of many contractors, only one visited the building, a company that specialises in older and community buildings, based in Bideford (Co A). Two others provided quotes based on estimated areas in April this year (Co B and Co C), though had attended and measured at ground level previously. Updated prices have been sought but were not available.

4. The Officer was interested to note that the estimator who attended also advises organisations on behalf of Energy 361, the organisation that carried out the Council's carbon audit , which formed the basis of the Carbon Action Plan.
5. The Officer asked for quotes for supply and installation, and supply only. The company would not provide a quote for supply only.
6. The Officer notes that should the Council seek to undertake the work with its own staff, a full Health & Safety audit of the proposed activity, including all risk assessments would need to take place. This would need to be undertaken by a specialist, who would be sourced through the Council's H&S advisors. This would bear a cost. The Officer advises the committee that it is sensible to pass such risks on to the specialist contractors and engage a company to supply and fit the insulation materials.
7. The Officer asked for quotes for recycled/renewable and more conventional insulation materials.
8. The Officer advises that should the roof be replaced, any insulation would normally also have to be removed at the same time, and new laid once the roof is watertight.

Recommendation

9. The Committee consider the content of the report, noting the risk and insurance implications of purchasing the material to be fitted by the Council's staff.
10. The Officer recommends that committee resolves to install insulation to the loft area, to meet current building standards, as quoted, with due consideration to the remaining budget available to the committee and the uncertainty in the current costs from two of the providers.
11. The Officer recommends the committee does not renew the insulation under the boarding above the kitchen and toilet. The amount of work required means the cost is proportionately high, especially when it is considered the area is already insulated. That insulation will have suffered less from deformation overtime given its location between the ceiling and loft floor boards.
12. Radiator reflectors can be installed by the Council's own staff at lower cost. The Officer recommends that this element is not taken up but that the work is planned with the Council's own staff.

13. The Officer notes that two providers (Co B and Co C) prepared quotes based on estimated areas only, therefore they may not be as reliable an indicator of final cost.

Environmental implications

14. Increasing the level of insulation would help the Council meet its carbon targets by reducing improving the heat retention in the building.
15. Using renewably-sourced insulation materials (such as sheep wool) would further help the Council meet its environmental targets and aspirations.
16. The estimator noted that air-circulation fans would also make a difference to the distribution of hot air around the Hall and that radiator reflectors would improve the heat distribution from the 7 panels.

Financial Implications

17. Co A's quotes are valid for 60 days from 21st July 2022, so to the 23rd September. Co B and Co C did not indicate a timeframe. The standard timeframe would be 30 days, hence the Officer's concern of their reliability.
18. Improved insulation would lead to lower costs for heating the Hall, which is heated by gas, so does not benefit from energy produced by the Solar PV cells and stored in the batteries. The Officer notes that the heating system also heats the maintenance team's locker room, where their damp clothes are dried. The need for this is unlikely to be significantly reduced by the installation of loft insulation.
- The highest bill since the ending of lockdowns and return to full use was for the period 01/01/2022 to 31/01/2022, when 6,774kWh were used (613 cubic metres), resulting in a bill of £230 (exVAT). The lowest was for the period 01/06/2022 to 30/06/2022, where 156 kWh were used (14 cu.m), billed at £44.13 (exVAT). The cost per kWh is fixed at 2.31p/kWh until the current contract period ends, on 30/04/2023.
 - As an indication as to what may happen at the end of the contract period, the Council has seen its electricity price rise from 13.9p to 44.9p per kWh on the ending of its contract. Given the volatility of the energy market, fixing a price is currently more expensive than being on a variable tariff for electricity.
19. The Officer notes that the company offers discounts for placing an order within 28 days (so by 17th August) and for being close to the company. The

costs presented below show the discounted costs in brackets after the full price.

20. Co A's estimator provided quotes for three items, Rockwool conventional insulation and Sheep's wool renewable insulation to the roof void and floored area above the kitchen/toilet (which would require the floor to be lifted and re-instated), and radiator reflectors. Co B and Co C provided quotes for the main loft area only. All costs presented are ex-VAT.

21. Rockwool (200mm):

- Co A: £2,225 (£1,892 after discount)
- Co B: £8,500
- Co C: £1,744 (though price update is awaited and the Officer understands it could be as much as £2,200 after adjustment)
- Co A: Kitchen/Toilet roof £2,108 (£1,792 after discount)

22. Sheep's wool (200mm):

- Co A: £4,113 (£3,497 after discount)
- Co B: £8,600
- Co C: does not provide this product.
- Co A: Kitchen/Toilet roof £3,397 (£2,888 after discount)

23. **Radiator Reflectors:** Should the Committee wish to install radiator reflectors, the Officer has researched prices on the internet and DIY chains sell sufficient foil for one radiator for in the region of £10.

- Co A: Radiator Reflectors would cost £310 (£264)
- DIY installation would cost approx. £70 (exVAT).

Risk Implications

24. There are no identifiable financial or insurance risks to the project, should it be carried out by a contractor.

G Langton 28.07.2022

Northam Town Council



Climate Emergency Committee **9th July 2022**

Report author: *Guy Langton. Deputy Town Clerk*

Climate Emergency Poster

Introduction

1. The Committee has resolved to seek the costs of the Design of poster to publicise and inform residents of the progress and plans the Council has in response to the declared climate emergency.
2. The Officer approached 3 local companies, supplying the picture (right) an example of what the committee would want to achieve, it was clearly understood by all designers approached that the actual detail of the design would not be the same as presented, the image was provided as an example of the style only.
3. Two designers responded in time for this report. Each provided a list of services that would be included to meet the brief. One has previously done work for the Council, on the boards at Bone Hill. The other has provided print-only services previously.



Recommendation

4. The Committee consider the content of the report, noting the variations in the briefs as presented, Co E has presented a more detailed, so lengthy service to develop the infographic.

5. The Officer recommends that committee has due consideration to the remaining budget available to the committee.

Environmental implications

6. There would be no additional direct climate implications of doing this project from the council's perspective. Any publicity produced would have some impact, though electronic presentation of the end result would have no additional impact over the council's current activities.

Financial Implications

7. The quotes do not indicate a period of validity, both were received in late July so would be within date at the time of consideration.
8. **Company D** (the council has previously used this organisation for printing services – the tree panels at Lords Meadow and Anchor Park)

Co D indicated the project would take just over 1 day and would include:

Research

Concept design + illustrations

Main design + illustration

Amends (x2 rounds)

Supplying A5 + A3 print ready files (The Officer understands the materials could be scaled up to larger sizes by other print companies in the future, should anything be required for banners or vehicle wraps, for example).

Total estimated cost: £399

9. **Company E** (the council has engaged this organisation previously to design the information boards at Bone Hill)

Co E indicated the project would take up to 2 days. The cost per day is £400.

Choose colour palette for graphic

Choose typography for graphic

Put forward design look and feel options

Amend design look and feel

Develop ideas for each point of the graphic

Create/source & amend individual illustrations/vectors to match look & feel

Place copy

Designs amends

Project management

At the end of the project, you will not only have an infographic to use but a campaign look and feel to take forward, including the individual vectors to describe the actions in your action plan. (The Officer understands this allows the materials to be presented in any size, as a vehicle wrap or banner, for example).

Total estimated cost: £400 to £800

Risk Implications

10. There are no identifiable financial or insurance risks to the project., though it should be noted that the design should not just be reflective of what has been done. This would make it viable for a period of years rather than a snapshot looking backward to what has already been achieved

G Langton 29.07.2022

Actions included in the Climate Change Action Plan.

(copied from the action plan and presented as a list at the end.)

4. Action to Reduce Emissions

The following is a list of actions which the Council will pursue in order to achieve its net zero target by 2030, highlighting specific projects designed to have the most impact.

Waste

Northam Town Council

Prioritise re-use of materials and repair of equipment used in the Council office and workshop and by the maintenance staff in carrying out their duties; provide re-usable water bottles to staff; minimise paper use; re-use paper by printing on blank sides; increase recycling (e.g. ink cartridges), provide composting facilities for maintenance staff; reduce food waste in office and at functions, adopt a policy of no single plastic use in the Council offices and at Council functions.

Parish

Encourage increased recycling rate in Northam. Emphasise on the Council's website the priorities of re-use and repair and provide information about local repair services. Encourage the reduction of single use plastics and polystyrene surf boards. Carry out a food waste reduction campaign (e.g. in schools); investigate a community composting scheme; set up recycling for hard to recycle materials; place recycling bins in NTC open spaces.

Transport

Northam Town Council

Encourage staff and councillors to walk, cycle, use public transport and car share. Change to electric or other alternative fuel vehicles for maintenance staff. Encourage reduction in staff/councillor travel and aim to reduce guest travel distance to NTC functions e.g. Mayor's dinner; install bike racks in Westward Ho!, Appledore, Northam at NTC parks

Parish

Encourage walking, biking, bus use in parish, circulate a local footpath guide book, actively push for Kenwith Valley and other local cycle routes and investigate funding; promote car sharing, alternative transport to work places, investigate possible sites for EV charging points, promote alternatives to cars at Northam May Fair.

Energy

Northam Town Council

Install a solar/battery storage system on Northam Hall roof to provide power for the building, for EV vehicles and for battery powered equipment and introduce energy saving measures in the building (e.g. thermostats, roof and wall insulation) Replace the gas heating with heat pump system; fit LED bulbs in the Town Hall and other NTC buildings; paint walls white for reflected light, introduce a no artificial light policy in NTC buildings when there is strong sunlight; turn off decorative lighting overnight e.g. Xmas lights, use sava plugs; work with Torridge to introduce more efficient, low carbon heating at the Town Hall and in the Council chamber repair or replace draughty windows, lower ceiling and insulate walls; provide instant hot water units for beverages; a low energy computer system, turn off computers at night; change to a renewable energy electricity tariff; install smart meters in NTC buildings.

Parish

Encourage community renewable energy schemes, working with S.W. Community Energy; work with local schools including contributing funding for carbon reduction schemes, publish information on NTC website about Government and local authority insulation schemes and heating subsidies, hold energy reduction exhibition at libraries, halls, schools; negotiate bulk discounts on insulation and sustainable energy systems for households.

Planning

Northam Town Council

New-builds by Town Council to be carbon neutral (Northam Hall extension, the Pavilion at Westward Ho! Park)

Parish

Engage with Torridge District Council to ensure that obligations under the National Planning Policy Framework (NPPF) to reduce carbon emissions are being met in the Local Plan (Para 2.7 of the NPPF states that the purpose of planning is 'sustainable development'. Chapter 14, para 148 'contribute to radical reductions in greenhouse gas emissions', para 149 'Plans should take a proactive approach to mitigating and adapting...in line with the objectives of the Climate Change Act.'). Call for renewable energy provisions and energy efficient buildings as part of planning; push for tree planting for development sites and other biodiversity measures, oppose destruction of wildlife habitats, identify habitats and corridors in NTC's Neighbourhood Plan; water-saving to be incorporated in planning applications. Measures in new builds to cope with future intense rainfall and monsoon-like conditions, to include permeable paving and any play areas, rills around each house, green roofs to absorb excess water, large basin/sinks, sustainable drainage systems (SUDs) should be incorporated (and would provide wildlife habitats as well).

Food

Northam Town Council

Provide non-meat options at Council functions; any waste to go to food bank or recycled; provide alternatives to meat and fish at Council functions, promote healthy eating, create more allotment plots, source locally-produced food.

Parish

Promote local low carbon emission, organic food production and local food markets.

Biodiversity

Northam Town Council

On Council land plant more trees, sow more wildflowers, minimise grass cutting, and seek environmentally-friendly alternatives to chemical sprays including cordless power equipment. Engage with a community gardener to advise on creating and maintaining areas of biodiversity in the Parish.

Parish

Provide grants for tree planting; leave inner areas of wide verges uncut to encourage re-wilding and sow wildflower seeds at selected sites..

Water

Northam Town Council

Install water saving taps and cisterns, water butts; mulch flower beds, plant drought-tolerant shrubs in beds, hanging baskets and boats.

Parish

On website and in newsletters encourage reduction in water use, water saving.

Procurement

Prioritise re-use and repair of materials and equipment and adopt a policy of purchasing environmentally sustainable products and services, favouring local suppliers.

Investments

Move Council investments to green accounts and disengage from funds invested in fossil fuels.

5. Engaging with the Community

In the wider community, the Council aims to work with local people so that the parish as a whole can achieve significant reductions in carbon emissions and facilitate a shift to a more integrated and environmentally-aware way of living.

The Council could engage with the community through such participatory mechanisms as citizen's assemblies and open space events and should encourage initiatives which build community co-operation and resilience e.g. social enterprises, development of the local economy, local energy schemes, working with local schools to develop projects.

Northam Town Council also recognises that in the light of damaging carbon levels which have already occurred and will occur there is a need to develop with the community a climate emergency plan to enable greater resilience in the face of more extreme weather conditions. For example, it is predicted that the UK will experience periods of much more intense rainfall and monsoon-like conditions leading to flooding. More severe storm conditions and also periods of drought will also be associated with climate change.

Given the above, the following strategy is proposed:

1. Publish a carbon audit of Northam.
2. Hold public meetings in the Parish as and when possible to set out the aims of the Climate Emergency Plan, the vision and the proposed means of achieving them within the Council and in the community, and to take on board the public's responses. Hand out/deliver survey forms in the meantime to gather feedback regarding possible actions
3. Engage with all areas of the community and as a result set up an advisory, participatory and all-embracing group to work with the Council to achieve the target of net zero carbon in the community by 2030.
4. Key elements of the work of such a group would be agreement on the sort of low carbon world which is being aimed for by 2030, generation of ideas for action and ways of achieving objectives, provision of information and communication systems, mapping of networks and organizations and assembly of data regarding resources available in the community.
5. Information on available resources (human and otherwise) will be vital to build up community resilience in the face of likely climate-related events such as flooding, storm damage and drought. Such resilience could be promoted and harnessed through the creation of a Northam Emergency Plan involving the establishment of a community network of volunteers.

6. Council Actions So Far

Since declaring a Climate Emergency Northam Town Council has fulfilled the following projects:

Biodiversity

Committed to a scheme to leave selected verges in the parish partly unmown to encourage re-wilding.

Committed to sow wild flower meadows on selected verges in the parish.

Planted trees and insect friendly shrubs at Anchor Park, Westward Ho! Park, Blackies and committed to an insect friendly planting scheme outside the Town Hall

Committed to a policy to minimise and eventually dispense with chemical weed control

Data Collection

Engaged 361 Energy to do a carbon audit of the Council's property and activities.

Energy

Committed to a solar energy/battery installation at Northam Hall to provide energy for the Hall and for future heat pump system, EV vehicles and battery powered equipment.

Engaging with the Community

The Council participated in a Climate Day at Kingsley School and mounted a Climate Emergency display at Northam Library.

A Climate Survey was sent to all residents of Northam. See Appendix 2 Climate Survey and Responses

(NB Full community engagement was prevented by the Covid epidemic after March 2021.)

Planning

Incorporated policies in the draft Northam Neighbourhood Plan to combat and adapt to Climate Change and to conserve and increase biodiversity.

Procurement

Committed to a revised environment policy stating that the Council will purchase sustainable products and services whenever possible.

Transport

Installed bike racks at Lords Meadow, Anchor Park, Westward Ho! Park, Churchfields Car Park and Town Hall.

Contributed financially to and participated in the preparation of Local Cycle and Walking Infrastructure Plan covering Northam, Bideford and Barnstaple.

Identified and promoted local cycle and walking routes.

Waste

Reduced paper waste in Council offices

Committed to a policy of no single plastic use in Council offices and at Council functions

Supported a local anti-polystyrene surf board campaign

Arranged to participate in an ink cartridge recycle scheme for charity.

Provided recycling containers at play areas in Lords Meadow (pictured above with bike racks), Anchor Park and Westward Ho! Park.



Water

Committed to installing a rain water capture system at Northam Hall

Installed water fountain at Churchfields Car Park, Appledore to encourage reduction of plastic bottled water use.

- i. Timed walking direction finders.
- ii. Trough planting, including at the Northam War Memorial (if appropriate).
- iii. Promote food waste recycling at the schools across the Town Area.
- iv. Review fuel costs of the council's vehicles against possible replacement with electric vehicles in the light of the availability of an EV charger.

Example project tracker – detail to be completed

Action	Responsible	Priority	Status	Start date	End date	Notes
Area 1						
Waste						
Area 2						
Transport						
Area 3						
Energy						
Area 4						
Planning						
Area 5						
Food						
Area 6						
Biodiversity						
Area 7						
Water						
Area 8						

Procurement						
Area 9						
Investments						