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NORTHAM TOWN COUNCIL
TOWN HALL
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EX39 1BY

Town Clerk: Mrs Jane Mills MILCM
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To: All Members of the Climate Emergency Committee
Cc: All Northam Town Councillors

Date of issue: 23rd January 2024

Notice of a meeting of the Climate Emergency Committee Meeting on Thursday 29th January 2024 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 to the meeting.

The following are Members of the Climate Emergency Committee: Councillors Bruins, Hodson, Lo-Vel, plus the Mayor, Cllr Hames (ex officio) who is also the Chair. There is one vacancy.
Co-opted Members: Mr T Wiersma, (three vacancies).
All Members of the Council are entitled to attend.

AGENDA

- 1 Apologies.**
- 2 Announcements from the Chair.**
- 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 24th January 2024 (herewith).**
- 6 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.
- 7 To receive an update on the Action points noted at the previous meeting (herewith)**
- 8 To consider the Climate Action Plan (herewith).**



Lords of the Manor



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Trustees of the Common Right

Northam Town Council – Minutes of the Climate Emergency Committee Meeting held 24th January 2024 at 6.30pm

Present: Cllrs Hames (Chair), Bruins and Lo-Vel.

In attendance: Cllr Bach – non-committee member
Guy Langton - Deputy Town Clerk

2401/675 Apologies.

Cllr C Hodson and Mr T Wiersma submitted their apologies.

2401/676 Chairman's announcements

The Chairman reported that he and the Deputy Town clerk had attended a celebration of the successful culmination of the West Country Buzz project. The Town Council had signed the pledge to work to support bumble bee and carder bee populations, for which the Mayor was presented with a certificate.

2401/677 Declarations of interest:

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

2401/678 To agree the agenda as published

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

Proposed Cllr Hames, Seconded Cllr Lo-Vel (all in favour).

2401/679 To confirm and sign the minutes of the meeting held on 23rd November 2023

The minutes **were confirmed** as a true and accurate record of the meeting and were signed by the Chair.

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

2401/680 Public Participation.

No members of the public were present.

2401/681 To consider the Climate Action Plan.

It was **agreed** to add a new action point at section 10 *Community Engagement as 10.6. Engage with Community Groups and Buildings*, This is included in the updated action plan, which follows at the end of these minutes.

Action points:

- i. Request the following are added to the next Town Projects & Asset Management agenda
 - Consideration of the Council's approach composting
 - Consideration of a storage location for the Council's planters through the off-season
- ii. Request the following are added to the next Finance & Human Resources agenda
 - Review procurement policies for sustainability
 - Review of sustainable investment opportunities
- iii. Request the following are added to a future Full Council agenda
 - Review of the Emergency Plan
- iv. Cllr Hames to request advice from Energy 361 regarding grants for building insulation
- v. Enhance planting at Bloody Corner in autumn 2024
- vi. Publicise the Town Council's Bumble Bee Pledge
- vii. Deputy TC to circulate the agreed locations of verge planting
- viii. Deputy TC to request literature for the May Fair stall from the Burrows Rangers
- ix. Cllr Hames to make contact with Exmouth Town Council
- x. Deputy Town Clerk to contact Bideford College to arrange a follow-up meeting
- xi. Deputy Town Clerk to contact St Margaret's Church regarding maintenance regimes for the Churchyard.

To consider the options for updating the Energy 361 'Energy Audit' for Northam Town Council's buildings and operations.

It was **resolved** to instruct Energy 361 to carry out a detailed review (to include the pavilion and park at Westward Ho!) with recommendations at a quoted cost of £495 (exVAT), noting that the cost may increase in line with the widened scope.
Proposed Cllr Hames, Seconded Cllr Lo-Vel (all in favour).

Action point: Deputy Town Clerk to instruct Energy 361.

Action		Responsible	Priority	Status	Updates - 24.01.2024
1. Waste	1.1 Compost	Maintenance Team	Low	Amber	Ask to be on a future TP&AM agenda.
	1.2 Food Waste Scheme with Schools	Climate Emergency Committee	Low	Amber	Nothing more from schools despite chasing.
3. Energy	3.4 Northam Hall insulation	Office staff	Low	Amber	No detailed response from E361, no firm information received regarding grants. Cllr Bach noted that a high U Value roof cladding can be installed when the roof is replaced.
5. Food	5.1 Community Orchard(s)	Climate Emergency Committee	High	Amber	The NHO had refused the Council's request, citing the sight-lines required for the increases in traffic along the A386 Churchill Way. The Council would plant more species to enhance what is there.
6. Biodiversity	6.1 Non-spray weed control	Town Projects Committee & Council Staff	High	Amber	The matter is considered at Town Projects and Asset Management. GL noted that spray weed control could need to remain on some surfaces, such as wet pour.
	6.2 Open spaces plan to increase biodiversity/climate resilience	Town Projects Committee	High	Amber	The Council has signed up to the Bumble Bee Conservation trust 'Bumble Bee Pledge'
	6.3 Verge rewilding/wild flower sowing scheme	Council staff	Medium	Amber	Deputy TC to circulate the sites being operated in report form to new committee members.

7. Water	7.1 Reduce hanging baskets/mulch planters	Councillors and Council staff	Medium	Amber	The Officer notes that the planters are suffering in the winters, which are characterised by storms and high wind. The locations for the planters are not suitable, being exposed. Raise matter at TP&AM.
8. Procurement	8.1 Procurement policies to be reviewed for sustainability	Councillors and Council staff through the Review Committee	Medium	Amber	To be considered at Finance & HR
9. Investments	9.1 Explore green investment opportunities.	Finance & HR committee	Low	Amber	To be considered at Finance & HR
10. Community Engagement	10.1 Public forums	Councillors and council staff	High	Amber	<p>Request for stall completed. Deputy TC to ask the Burrows Rangers for literature for the stall.</p> <p>The committee considered a community event - on biodiversity and environmental improvements for residents of the parish. Have been approached by Mitchell & Dickinson, who would do a slot but others would be needed to fill out an evening. Spoke to Jamie Buxton-Gould about speaking about increasing Biodiversity in local gardens and the wider environment. Mike Day or other TDC officers may also be willing to help.</p> <p>Cllr Hames to contact Exmouth TC who are very active on green matters. Some concerns noted about the level of attendance, Northam Burrows have done some fantastic events, for example. Those that are interested may already be active. Could engagement with local schools be undertaken.</p>
	10.3 Expand NTC Emergency Plan to include climate resilience	Review committee	Medium	Amber	<p>The Officer has compared the emergency plan with the UK Government's recommendation and noted where the Plan does not provide the required information.</p> <p>The matter is to be considered at Full Council.</p>

10. Community Engagement (ctd)	10.3 Expand NTC Emergency Plan to include climate resilience	Review committee	Medium	Amber	<p>The Officer has compared the emergency plan with the UK Government's recommendation and noted where the Plan does not provide the required information.</p> <p>The matter is to be considered at Full Council.</p>
	10.5 Engage students	Climate Emergency Committee.	Medium	Amber	<p>Revisit the college? Deputy TC to contact Kaye French. Appledore is ongoing - hedge laying at Anchor Park and the installation of bird boxes may present opportunities</p> <p>Revisit St Margarets CofE School - Deputy TC to follow up.</p>
	10.6 Engage with Community Groups and Buildings	Climate Emergency Committee	Medium	Amber	<p>It was noted that St Margaret's Churchyard could be maintained in a more environmentally friendly way, Deputy TC to contact the Church to start the conversation.</p>

There being no further business the meeting finished at 8.10pm.

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

Action points November 2022

RAG rating:	Green Complete	Amber In progress	Red To start
1. Request the following are added to the next Town Projects & Asset Management agenda: a) Consideration of the Council's approach composting b) Consideration of a storage location for the Council's planters through the off-season.	Request made, next meeting 7 th March 2024. Note: The office staff are in very early discussions with BTC regarding storage of planters for the winter season.	Complete	
2. Request the following are added to the next Finance & Human Resources agenda: a) Review procurement policies for sustainability b) Review of sustainable investment opportunities	Request made, next meeting 6 th March 2024. Note: the Review Committee is undertaking a review of all policies.	Complete	
3. Request the following are added to a future Full Council agenda: a) Review of the Emergency Plan	Note: the Emergency Plan is already being looked at by the Review Committee.	Complete	
4. Cllr Hames to request advice from Energy 361 regarding grants for building insulation.	Update awaited. It was noted at the Mayor's Charity evening that the Hall echoes. A plan to install baffling/anti-echo panels at the same time as any building insulation could lead to an economy of scale.	Ongoing.	
5. Enhance planting at Bloody Corner in autumn 2024.	Plants/bulbs etc to be ordered in time for planting.	Ongoing.	
6. Publicise the Town Council's Bumble Bee Pledge.	Published on the Council's website, noticeboard and the Link.	Complete.	
7. Deputy TC to circulate the agreed locations of verge planting.	Circulated with this agenda pack.	Complete.	
8. Deputy TC to request literature for the May Fair stall from the Burrows Rangers.	Request made.	Complete.	
9. Cllr Hames to make contact with Exmouth Town Council.	Update awaited.	Ongoing.	
10. Deputy Town Clerk to contact Bideford College to arrange a follow-up meeting.	Email sent to Ms K French.	Ongoing.	
11. Deputy Town Clerk to contact St Margaret's Church regarding maintenance regimes for the Churchyard.	Soke to the Reverend, who confirmed no chemicals are used (it is against Church policy – see https://exeter.anglican.org/environment/)	Complete.	

Action		Responsible	Priority	Status	End Date	Carbon Saving	Cost (£)	Updates - 24.01.2024
1. Waste	1.1 Compost	Maintenance Team	Low	Amber				Ask to be on a future TP&AM agenda.
	1.2 Food Waste Scheme with Schools	Climate Emergency Committee	Low	Amber				Nothing more from schools despite chasing.
3. Energy	3.4 Northam Hall insulation	Office staff	Low	Amber	To be confirmed		£3,496	<p>No detailed response from E361, no firm information received regarding grants.</p> <p>Cllr Bach noted that a high U Value roof cladding can be installed when the roof is replaced.</p>
5. Food	5.1 Community Orchard(s)	Climate Emergency Committee	High	Amber				The NHO had refused the Council's request, citing the sight-lines required for the increases in traffic along the A386 Churchill Way. The Council would plant more species to enhance what is there.
6. Biodiversity	6.1 Non-spray weed control	Town Projects Committee & Council Staff	High	Amber				The matter is considered at Town Projects and Asset Management. GL noted that spray weed control could need to remain on some surfaces, such as wet pour.

	6.2 Open spaces plan to increase biodiversity/climate resilience	Town Projects Committee	High	Amber				The Council has signed up to the Bumble Bee Conservation trust 'Bumble Bee Pledge'
	6.3 Verge rewilding/wild flower sowing scheme	Council staff	Medium	Amber				Deputy TC to circulate the sites being operated in report form to new committee members.
7. Water	7.1 Reduce hanging baskets/mulch planters	Councillors and Council staff	Medium	Amber				The Officer notes that the planters are suffering in the winters, which are characterised by storms and highwind. The locations for the planters are not suitable, being exposed. Raise matter at TP&AM.
8. Procurement	8.1 Procurement policies to be reviewed for sustainability	Councillors and Council staff through the Review Committee	Medium	Amber				To be considered at Finance & HR
9. Investments	9.1 Explore green investment opportunities.	Finance & HR committee	Low	Amber				To be considered at Finance & HR

10. Community Engagement	10.1 Public forums	Councillors and council staff	High	Amber		<p>Request for stall completed. Deputy TC to ask the Burrows Rangers for literature for the stall. The committee considered a community event - on biodiversity and environmental improvements for residents of the parish. Have been approached by Mitchell & Dickinson, who would do a slot but others would be needed to fill out an evening. Spoke to Jamie Buxton-Gould about speaking about increasing Biodiversity in local gardens and the wider environment. Mike Day could possibly? Also other TDC officers. Possibly Exmouth TC who are very active? Some concerns noted about the level of attendance, Northam Burrows have done some fantastic events, for example. Those that are interested are already active. Could it be engaged with in local schools for example?</p>
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10.3 Expand NTC Emergency Plan to include climate resilience	Review committee	Medium	Amber				<p>The Officer has compared the emergency plan with the UK Government's recommendation and noted where the Plan does not provide the required information.</p> <p>The matter is to be considered at Full Council.</p>
10.5 Engage students	Climate Emergency Committee.	Medium	Amber				<p>Revisit the college? Deputy TC to contact Kaye French. Appledore is ongoing - hedge laying at Anchor Pk? Bird boxes going up in Anchor Pk. Revisit St MargaretsCofE School - Deputy TC to follow up.</p>
10.6 Engage with Community Groups and Buildings	Climate Emergency Committee	Medium	Amber				<p>It was noted that St Margaret's Churchyard could be maintained in a more environmentally friendly way, Deputy TC to contact the Church to start the conversation.</p>