



NORTHAM BURROWS CHARITY
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To all members of the Council:

You are invited to attend the

NORTHAM BURROWS CHARITY MANAGEMENT COMMITTEE,

preceded by a **FORUM MEETING** on

Thursday 24th July 2024 at 10am

at The Town Hall, Windmill Lane, Northam for the transaction of the business listed on the agenda below.

Membership: Cllrs Edwards, Hames (deputy Chair), Leather, Tait (Chair) and Whittaker, and Cllrs Bach (Mayor) and Newman-McKie (Deputy Mayor) ex-officio.

Questions by the public

There will be a period for questions by the public. In accordance with Standing Order 3, members of the public may make representations, ask questions and give evidence at a meeting which they are entitled to attend in respect of any Council business at Full Council and at Committee meetings in respect of business on the agenda.

Anyone wishing to ask questions is requested to notify the Town Clerk by 12 noon on the day of the meeting.

Recording, photographs and filming

In accordance with the Council's policy on filming and recording of Local Council and Committee meetings (available to read in the Chamber) and arising from the *Local Government and Accountability Act 2014* the press or public may audio-record, photograph or film meetings, or report from the meeting using social media. As such, members of the public may be recorded or photographed during the meeting. Anyone wishing to record or photograph the meeting must notify the Town Clerk before the commencement of the meeting.

Guy Langton

Guy Langton, Town Clerk

Date of issue: 18th July 2025

AGENDA

- 1. To receive apologies for absence**
- 2. To agree the agenda as published.**
- 3. 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.
- 4. To receive reports and observations from:**
 - a. Torridge District Council**
 - b. Royal North Devon Golf Club**
- 5. To discuss the need for an extended stock fence at the Skern with the Graziers' representatives**
- 6. To receive any items from the Graziers' representatives**
- 7. Chair's announcements**
- 8. To receive any dispensations and disclosable pecuniary or other interests**
Members are reminded that all interests must be declared prior to the item being discussed.
- 9. To confirm as a correct record and sign the minutes of Northam Burrows Charity Management Meeting held on 4th June 2025 (p3-5)**
- 10. To receive an update on action points (p5)**
- 11. To consider the letter received from Professor Bilton, University of Plymouth (p5)**
- 12. To consider the cost of Northam Burrows Manor Passes and providing protective wallets for the passes (p6-7)**
- 13. To consider grant applications (p7, enclosed applications and report)**

Minutes

Minutes of the Northam Burrows Management Committee Meeting held on 4th June 2025.

Present: Cllr Bach (Mayor), Hames, Leather, Newman-McKie (Deputy Mayor), Tait (Chair) and Whittaker.

In attendance: G Langton, Town Clerk

As the outgoing Chair, Cllr Whittaker opened the meeting.

1. To appoint a Chair of the Management Committee

Cllr Leather proposed Cllr Hames be the Chair, this was seconded by Cllr Bach. There were three votes in favour and four against, the outgoing Chair using her casting vote.

Cllr Whittaker proposed Cllr Tait as Chair, which was seconded by Cllr Newman-McKie. There were four votes in favour and three against, the outgoing Chair using her casting vote.

Cllr Tait was duly elected as Chair of the Northam Burrows Charity Management Committee for the year May 2025 to April 2026.

2. To appoint a Deputy Chair of the Management Committee

Cllr Bach proposed Cllr Hames be the Deputy Chair, this was seconded by Cllr Leather. There were six votes in favour and none against.

Cllr Hames was duly elected as Deputy Chair of the Northam Burrows Charity Management Committee for the year May 2025 to April 2026.

3. To receive and approve apologies for absence.

Cllr Edwards tendered his apologies.

4. Chair's Announcements

The Chair made no announcements.

5. To receive any dispensations and disclosable pecuniary or other interests

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

6. To agree the agenda as published.

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

Proposed: Cllr Whittaker, seconded: Cllr Newman-McKie (all in favour)

7. To confirm as a correct record and sign the minutes of Northam Burrows Management Meetings held on 21st March 2025

It was **resolved** that to approve the minutes of the meeting held of the 21st March 2025 as a correct record. The minutes were signed by the Chair.

Proposed: Cllr Bach, seconded: Cllr Hames (majority in favour, one abstention – not present at the meeting)

8. Public Participation

There were no members of the public present.

9. To receive the updated action points

The action points as considered are presented below:

Action	September 2024	March 2025	May 2025
1 To consider the progress being made by the consultant	office staff to contact the consultant for a more detailed update, when available.	Awaiting the report	Awaiting the report. The draft was with the Officer at Torridge District Council.
2 Meet with representatives of TDC at the Burrows to consider the list of proposals and actions presented by Cllr Bach		Meeting arranged for 16 th April 2025	Report on the agenda. COMPLETE
3 Apply for three deposit accounts at the Hinckley & Rugby Building Society			Accounts opened, deposits made 120-day notice £50,000 90-Day notice £15,000 Easy Access £25,000 COMPLETE
4 Advise the applicants for grazing of the Committee's decisions			Graziers advised. COMPLETE

10. To receive and consider the report of the meeting with representatives of TDC at the Burrows Centre on 14th April 2025

The report was received and the content noted. The committee considered that the workload of the Rangers and staff at Northam Town Council would mean that actions could be slow to progress.

It was also noted that, on the 6th June 2025, Torridge District Council was hosting a meeting of the Environment Agency, to discuss linear coastal defences, to which the constituency MP and others had been invited.

Action point: include an agenda item to receive a report on the linear coastal defence meeting, if such a report was available.

11. To consider the dates for grant advertisement and deadlines for applications and which, if any, conditions are to be applied to the grants

It was **resolved** to amend the maximum normally granted sum to ¼ of the identified grant fund annually and amend the Policy accordingly.

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

It was **resolved** to reject applications that came directly from Northam Town Council and amend the Policy to state that 'Applications from Northam Town Council would not be considered.'

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

It was **resolved** to include a requirement that the grant be spent within 24 months of the date of receipt of the award.

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

It was **resolved** to advertise the grant window as soon as possible, closing it on the 10th July at midnight.

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

Action Points:

Amend the Charity Grants Policy as resolved and present to the next meeting of the committee.
Advertise grants and prepare forms.

12. To consider meeting timings for 2025-26

It was agreed to retain the meeting pattern, for the remainder of 2025-26 as follows:

The committee meets every two months, on a Thursday.

24 th July 2025	10am
25 th September 2025	10am
27 th November 2025	10am
21 st January 2026	10am
26 th March 2026	10am

There being no further business, the meeting ended at 7:40pm.

Item 10 To receive an update on action points

Action	June 2025	July 2025
1 To consider the progress being made by the consultant	Awaiting the report. The draft was with the Officer at Torridge Districty Council.	Awaiting the report. The draft was with the Officer at Torridge Districty Council. ONGOING
2 Update the Management Committee on the Linear Coastal Defence meetings, held at TDC (6 th June and 16 th July 2025)		Representatives of local interested groups (including Northam TC) were invited to a consultation event held at TDC on 16 th July 2025. The event heard that the Coastal Engineers were considering 3 options for the improvement of coastal defences at Westward Ho! The detail will be shared with all members of Northam TC when it is available. COMPLETE
3 Amend the Charity Grants Policy Advertise grants and prepare forms.		Policy amended. Grants advertised, 18 applications received – on the agenda. COMPLETE

Item 11 To consider the letter received from Professor Bilton, University of Plymouth

Note: the Town Clerk has sent an initial response, advising that the matter would be put before the Burrows Committee.

Hi Folks – May seems like an odd enquiry, but please read on.

I'd appreciate it if you could forward to relevant person if not you and would really welcome a reply please.....Thanks!

I was recently on the burrows and was quite concerned, as it appears that the horses and sheep grazing this important area are being treated with veterinary wormers? There were large accumulations of both fresh and old animal dung, all of which was almost entirely devoid of insect life – not a ‘normal’ situation and typical of areas where these toxic chemicals have been used.

You may not be aware, but veterinary wormers are lethal for almost all dung invertebrates. In addition, as well as leading to the accumulation of dung on the surface, this has many negative environmental impacts on soil fertility, carbon cycling etc. etc.

*The use of such chemicals is also one of the main factors behind the severe decline of dung feeding insects, some of which are now critically endangered as a result. Again, you may not be aware that Northam Burrows has a number of nationally scarce dung insects and is of critical importance for the small dung beetle, *Euheptaulacus sus*, for which Northam is the main remaining population in the entire UK! See <https://species.nbnatlas.org/species/NBNSYS0000011509> and p. 72 in <https://publications.naturalengland.org.uk/file/6560814490714112>. This species really is a ‘flagship’ for the reserve.*

Blanket use of wormers on stock grazing Northam will have severe negative impacts for this and other species. If this continues as a routine practice it seems likely that the rare species the area is known for could go extinct. Clearly, as it is managed as a nature reserve, I’m sure you’d want to avoid this and I was keen to bring this matter to your attention. Increasingly, it is recommended that such treatments are not used prophylactically, particularly in sensitive areas. In most of western Europe this is already the case in protected areas.

I understand that Northam Council set the terms and conditions for grazing on this ancient common, and wonder if you would consider moving to the avoidance of blanket veterinary wormer use as part of these conditions? The reason Northam is so good for dung fauna is because it has a long history of continuous grazing. Small changes to what happens would help ensure this interest continues into the future. In addition, such changes would actually save graziers money if they only wormed stock when they need it rather than blanket application of such chemicals.

I would appreciate a response on this matter and would be very happy to discuss further if it would prove useful.

*Thanks a lot for your consideration
David*

Prof David T Bilton, School of Biological and Marine Sciences, University of Plymouth

Item 12 To consider the cost of Northam Burrows Manor Passes and providing protective wallets for the passes

The committee is asked to consider if the cost of Northam Burrows Manor Passes should be increased in 2026. The last increase was in 2023, when the first increase for 8 years was made, increasing the price from £12 to £20.

At the same time, it was decided to no longer require all applications to be accompanied by a stamped, addressed envelope, to provide printed applications if people want them and allow applicants to take 2 envelopes with their application paperwork. The cost of these is approx. £2 in 2025.

The Charity (Council in 2023) also began accepting payments by credit/debit card the same year, with each Pass sale costing approximately 40p. Each pass sold costs the Charity £2.40 in fees and admin charges and £5.60 in admin cross charges, meaning each Pass makes the Charity £12.

Pass applicants have been asking if the Charity can provide a protective wallet to protect their cards. The Officers have sourced reusable versions of these for 50p each. To provide them with no cost increase would reduce the amount received per pass further.

Should inflation be applied, the cost of a Pass would have increased to £20.94 (2023 to June 2025).

Recommendations:

*** The price of a Northam Burrows Manor Pass increases to £21 in 2026**

*** The Charity provide a reusable protective wallet to Pass holders/applicants that request one**

*** The Charity review the prices each year to avoid significant increases in the future.**

Item 13 To consider grant applications

The Charity has received 18 grant applications.

The total requested is £85,365.47.

The 2025 grant fund is £39,917.80.

The maximum single grant award made to one organisation or to one project will be ¼ of the fund, or £9,979.45. Four organisations have requested the maximum grant, or an amount close to it, see table overleaf.

Grant No	Applicant Name	Ward	GRANT REQUEST 2025/26
1	Appledore Baptist Church	Appledore	£ 750.00
2	Appledore and Instow Regatta	Appledore	£ 1,000.00
3	The Voice (community radio)	Out of Parish	£ 4,980.00
4	Friends of Northam School	Northam	£ 5,852.40
5	Bideford and District Community Archive	Northam	£ 1,020.00
6	1st Edgehill and Torridge Scout Group	Out of Parish	£ 1,000.00
7	Appledore Community Band	Appledore	£ 9,979.45
8	St Marys Hall	Appledore	£ 6,500.00
9	Northam Library - Librarys Unlimited	Northam	£ 9,500.00
10	Westward Ho! Mens Shed	Westward Ho!	£ 528.00
11	Bideford Town Band	Out of Parish	£ 1,000.00
12	St Margarets Church	Northam	£ 9,979.45
13	Westward Ho! Community Association	Westward Ho!	£ 5,400.00
14	The Westward Ho! Petanque Club	Westward Ho!	£ 980.00
15	Appledore Hall Trust	Appledore	£ 9,979.45
16	Appledore Primary School	Appledore	£ 7,316.72
17	FotWhop	Westward Ho!	£ 1,600.00
18	Northam Lions Football Club	Northam	£ 8,000.00
Total			£ 85,365.47

Recommendation: The Committee consider the applications, with reference to the report and the enclosed definitions of Charitable Purposes.