



**NORTHAM BURROWS CHARITY  
TOWN HALL  
WINDMILL LANE  
NORTHAM  
DEVON  
EX39 1BY**

Town Clerk: Mrs Jane Mills MILCM  
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**To: The Corporate Trustee  
All Members of Northam Town Council**

**You are hereby summoned to attend a Northam Burrows Corporate Trustee Meeting on Wednesday 28<sup>th</sup> February 2024 at 6pm in the Council Chamber, Windmill Lane, Northam. This will precede the Full Council Meeting which is scheduled to start at 6.30pm**

*M. J. Mills*

BA (Hons) FSLCC  
ON BEHALF OF THE TRUSTEES

Date of issue: 21<sup>st</sup> February 2024

All Members of the Council are invited to attend as the Council is Corporate Trustee

#### **AGENDA**

- 1 Chairman's announcements**
- 2 Apologies**
- 3 To agree the agenda**
- 4 To receive an update on the work and decisions of the management committee  
(herewith)**

## **Report on the work of the Management Committee February 2024.**

- The chargeback to NTC was agreed at 50% of the Admin Assistant's costs.
- Members received confirmation that the 1984 agreement with DCC still continued following the transfer of the Burrows to TDC.
- It was agreed to amend the Manor Pass application to include that by signing the application, an applicant confirmed that they are permanent residents of the Ancient Manor, applicants to be advised that it is illegal to make a false declaration and spot checks will be made.
- Members were advised of the proposals for administering the issue of Manor Passes for this year and were happy with them. Having studied details of the Ancient Manor, it was agreed that if the Manor Boundary cuts through the boundary of a property including the built environment and land, the owner will be entitled to apply for a Manor Pass.
- Members agreed to the revised terms and conditions for grazing, subject to amending item 9 to read forty-eight hours instead of twenty-four hours and amend all reference to the Town Council and replace with Northam Burrows Charity.

All stock are subject to immediate removal from the Burrows by the owners on the giving of formal notice in writing by the Northam Burrows Charity whenever at their sole discretion it is considered that any stock (a) constitutes any danger whatsoever; (b) could be injurious to public health (c) could be detrimental to the well-being of other livestock; (d) any other reason deemed to be in the best interest of the Burrows or its stock.

Such notice shall be sent by First-Class post and receipt thereof shall be deemed to have taken place forty-eight hours thereafter. Non-compliance therewith shall make it lawful for the Northam Burrows Charity to remove and otherwise deal with such stock as deemed necessary or expedient at their sole discretion and at the sole cost to the owner of such stock. The trustees accept no liability for the commoners' animals and graziers are advised to indemnify themselves accordingly.

- **Members agreed a grants policy as shown below.**

## **NORTHAM BURROWS CHARITY**

### **Grants Policy**

**Review date March 2026**

Invitations for grant applications are invited from May 1st to May 31st of each year.

The following criteria will be applied to all applications: -

1. Applications are invited from organisations from within the Town Council (Corporate Trustee) Area .
2. Any organisation not directly within the Corporate Trustee Area must satisfy the Corporate Trustee of the direct benefit to the inhabitants of the wards of NORTHAM, WESTWARD HO! AND APPELDRE in Devon.
3. National organisations or charities will not be supported unless there is a branch within the Corporate Trustee area, in this case the local branch must make the application.
4. All applications must be supported by a set of the latest audited accounts.
5. Applications will not be accepted after the closing date on the application form.
6. Acknowledgement of support must be given in any publicity or literature appertaining to the project or core work.
7. The Corporate Trustee will seek confirmation of expenditure.
8. All grants must meet the criteria for charitable objects laid down by the Charity Commission.

This Policy will be reviewed every two years