

**Northam Town Council – Minutes of the Town Projects and Asset Management Meeting held on Monday 8<sup>th</sup> February Zoom at 10.00 am**

**Present:** Cllrs Tisdale (Chairman), Davis, Edwards, Hames, Himan, Mrs Hodson, Laws, Leather, Sargent and Shelley  
**In attendance:** Mrs Jane Mills – Town Clerk, Mrs P Moores – Assistant Town Clerk  
Mr G Langton – Deputy Town Clerk Designate  
Cllr Mrs McCarthy (from minute no 2102/1107)

**2102/1092 Apologies**

Apologies were recorded on behalf of Cllr Chalmers

**2102/1093 Chairman's announcements**

- The Chairman reported that the matter raised at the Climate Emergency Committee regarding Anchor Park should be referred to the Town Projects Committee with a resolution.
- The matter of areas of grass verges to be left uncut will be an item on the next Town Projects Committee.
- The Chairman reported on a quotation received from Merry Harriers for the planting up of all the existing planters/troughs and the 14 new Holestar planters and it was agreed to proceed with this and it will be ratified at the next meeting.

**2102/1094 Declarations of interest**

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

**2102/1095 To agree the agenda as published**

It was **resolved** to agree the agenda as published after agreeing to combine items 15 and 18 – Lords Meadow.

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

**2102/1096 To confirm and sign the minutes of the Town Projects Meeting held 11<sup>th</sup> January 2021 as a correct record**

It was **resolved** to confirm the minutes of the Town Projects Meeting held 11<sup>th</sup> January 2021 as a correct record.

They will be signed at a later date.

Proposed: Cllr Leather, Seconded: Cllr Shelley (majority in favour, 2 abstentions members not present at the meeting, 1 against)

**2102/1097 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 3 minutes. The period of time which is designated for public participation in accordance with standing orders shall not exceed 15 minutes.*

**2102/1098 To consider Action Points (herewith)**

Action points were noted.

**2102/1099 To consider a Financial Report in respect of Town Projects & Asset Management**

It was agreed to note the Financial Report.

- 2102/1100 To consider an update on lighting at Westward Ho!**  
The Town Clerk reported that she had written to the person contacted by DS Electrical with regard to moving forward with the replacement of the posts. A response is awaited. Work had commenced on the removal of the poles; two had been removed and the remaining two are due to be removed shortly. The work was being carried out very professionally.
- 2102/1101 To consider an update on Footpaths (public rights of way)**  
The footpath survey needs to be completed shortly. The Town Clerk will circulate the list of paths requiring surveys to Members and where possible, Members will complete a survey of those paths in their areas.  
**Action Point – Town Clerk to circulate list of paths and Members to complete survey where possible in their area.**
- 2102/1102 To consider an update on erection of a noticeboard by the AVA**  
This matter will be deferred to the next meeting when it is hoped more information will be available. The Town Clerk will contact Tozers for guidance.  
**Action Point – Place item on next agenda.**
- 2102/1103 To consider an update on renewal of the information boards at Bone Hill**  
It was **resolved** to review the scope and layout of the information boards displayed to include the possible relocation of the Airfield plaque.  
Proposed: Cllr Shelley, Seconded: Cllr Edwards (6 in favour, 2 against and 2 abstentions)  
**Action Point – Collate information for the renewal of the boards and collect information to be put on the website and Facebook.**
- 2102/1104 To consider an update on installation of dog bins, to include Pitt Hill**  
Members were advised of dog bins that had been agreed for installation by Torridge District Council and it was **resolved** to request an additional bin be placed at Pitt Hill on the corner of Pitt Hill and Tomouth Road in Appledore to replace one that has been removed.  
Proposed: Cllr Hames, Seconded: Cllr Edwards (all in favour)  
**Action Point – Request installation of dog bin at Pitt Hill.**
- 2102/1105 To consider a request from Abbotsham to supply mowing services**  
It was **resolved** to recommend to Finance and Human Resources Committee that Northam Town Council engages in a contract with Abbotsham Parish Council for a contract in grass cutting subject to agreement with regard to costings.  
Proposed: Cllr Tisdale, Seconded: Cllr Mrs Hodson (8 in favour, 2 against)
- 2102/1106 To receive an update on Lords Meadow (Cllr Hames)**  
Members considered the situation with regard to the surfacing on the play area at Lords Meadow and the application for grant funding.  
It was **resolved** that the Council would put £10,000 forward for this project and to proceed with the application for funding using the figure suggested for rubberised mulch subject to receiving a guarantee from any contractor subsequently used.  
Proposed: Cllr Leather, Seconded: Cllr Edwards (all in favour)  
**Action Point – Town Clerk to proceed with the application for grant funding.**

**2102/1107 To consider replacement of gate to children’s play area Lords Meadow**  
Attention to the gate had been drawn by the recent ROSPA inspection and it was advised that this should be replaced with a new hydraulic closure gate. It was **resolved** to obtain 3 quotes for replacement with a new hydraulic closure gate and then to proceed as soon as possible on receipt of the quotes, not exceeding £1600.

Proposed: Cllr Edwards, Seconded: Cllr Tisdale (8 in favour, 2 abstention)

**Action Point – Town Clerk to proceed as per the resolution.**

**2102/1108 To consider a request for a bus shelter in Lenards Road (Cllr Davis)**  
After some discussion it was **resolved** to investigate this matter further and bring back to the next meeting.

Proposed: Cllr Tisdale, Seconded: Cllr Shelley (all in favour)

**Action Point – Town Clerk to place matter on next agenda.**

**2102/1109 To consider repairs to the gym equipment at Burrough Farm**  
The Town Clerk reported that two of the items of gym equipment at Burrough Farm need repair. There was general discussion at the lack of use of this equipment and a proposal that the equipment should be removed was made by Cllr Edwards and seconded: Cllr Hames.

There were two votes in favour, 7 against and 1 abstention so the proposal failed.

The Town Clerk will be asked to obtain more information on usages and costs.

**Action Point – Town Clerk to obtain more information on usages and costs.**

There being no further business the meeting finished at 12.15 pm

Signed .....

Dated.....