

**Northam Town Council – Minutes of a meeting of the Town Council held on  
Wednesday 29<sup>th</sup> March 2023 in the Town Hall at 6.30 pm**

**Present:** Cllrs Laws, (Chair), Davis, Edwards, Ford, Hames, Himan, Mrs Hodson, Leather, Mrs McCarthy, Miss Manley, Newman- Mckie, Sargent, Tisdale and Miss Woodhouse.

**In attendance:** Mrs J Mills, Town Clerk, Mr G Langton – Deputy Town Clerk  
Reverend Vidamour  
Members of the public (45)

**2303/1038 Apologies**  
Apologies, none, all Members present

**2303/1039 Chairman's Announcements**  
Members were advised of correspondence regarding the placement of two blue plaques for local Almshouses. The Trustees have agreed, to mark the sites of the old Appledore Almshouses and the Northam Almshouses with a couple of blue plaques, as a permanent reminder. One would be on the Appledore Community Hall, and the other on the end of the Northam Community Building in the Square. Whilst neither building is in the ownership of Northam Town Council, Members were happy to offer their support.

**2303/1040 Declarations of interest**  
Members were reminded that all interests must be declared prior to the item being discussed.

**2303/1041 To agree the agenda between Part A and Part B**  
It was **resolved** to agree the agenda between Part A and Part B, After bringing forward item 11 and item 19, to follow reports from the Town Clerk  
Proposed: Cllr Tisdale, Seconded: Cllr Laws (all in favour)

**2303/1042 To confirm and sign the minutes of the Town Council Meeting held 22<sup>nd</sup> February 2023**  
It was **resolved** to sign the minutes of the Town Council Meeting held 22<sup>nd</sup> February 2023  
Proposed: Cllr Leather, Seconded: Cllr Tisdale  
(majority in favour one abstention, not present at the meeting)

**2303/1043 To note and adopt the reports of minutes and resolutions contained therein from Committees and Sub-Committees (Items contained in Part B to be considered under Part B**

- Climate Emergency – 18<sup>th</sup> January & 27<sup>th</sup> February 2023 (*herewith*)
- Finance and HR – 16<sup>th</sup> January & 20<sup>th</sup> February 2023 (*herewith*)
- Planning – 2<sup>nd</sup> February, 16<sup>th</sup> February and 2<sup>nd</sup> March 2023 (*herewith*)
- Town Projects – 7<sup>th</sup> February 2023 (*herewith*)
- Westward Ho! Park – 17<sup>th</sup> January and 28<sup>th</sup> February 2023 (*herewith*)

It was agreed to note and adopt the reports of minutes and resolutions contained therein from Committees and Sub-Committees (Items contained in Part B to be considered under Part B

- 2303/1044 To receive and consider reports from the Town Clerk (Bank reconciliation as presented to Finance and HR)**  
It was agreed to note the reports from the Town Clerk
- B/F**
- 2303/1045 To receive an update on Bone Hill car park and Windmill Lane car park**  
Members were advised that the matter will come before the new TD Council and a feasibility study will be completed on all possible sites.  
After some discussion it was **resolved** to write to TDC asking that Bone Hill car park be removed from their list of assets being considered for affordable housing.  
Proposed: Cllr Mrs McCarthy, Seconded: Cllr Davis  
An amendment to the resolution was proposed by Councillor Miss Manley that Windmill Lane should also be removed from the list.  
This was seconded by Councillor Miss Woodhouse.  
the vote was taken and the majority were in favour with one abstention.  
**Action Point:** Town Clerk to write to TDC
- 2303/1046 B/F**  
**Summary Report from County Councillor**  
The County Councillor gave a brief update on the work he has done with regard to potholes. He also went on to speak about his locality budget and that he will have £5000 to allocate from 1<sup>st</sup> April.
- 2303/1047 Public Participation**  
*We welcome Parishioners speaking or making representations, asking questions or giving evidence at the meeting of the Full Council in respect of any issue affecting the Northam Town Council area. A period of twenty minutes is allocated for this unless directed by the Chair of the meeting and a member of the public shall not speak for more than 4 minutes.*  
*A question shall not receive a response at the meeting nor start a debate on the question. The chair of the meeting may direct that a written or oral response be given*  
*9 members of the public wished to speak, giving a range of reasons why they or the groups they spoke on behalf of, were opposed to building on Bone Hill car park. A further member of the public spoke about the telephone kiosk in the car park adjoining the Seagate.*  
At this juncture Cllr Ford left the meeting
- 2303/1048 To consider a request from Appledore Book Festival to adopt the red phone box in the car park adjoining the Seagate Hotel**  
After some discussion It was **resolved** to write to BT asking what the current usage is and whether or not there were any plans to decommission the phone box, also, that the Appledore councillors seek information from local residents as to their wish to retain the kiosk.  
Proposed: Cllr Mrs McCarthy, seconded: Cllr Davis (majority in favour with one abstention)  
**Action point:** Town Clerk to write to BT and Appledore Councillors to consult with local residents.

- 2303/1049 To consider a request to TDC that there is additional provision for a burial ground in the Town Council area**  
 It was **resolved** to write to TDC asking them to explore options for those living in the Northern Town Council area, and to consider viability of land behind Blackies in Appledore  
 Proposed: Cllr Mrs McCarthy, seconded Cllr Davis, (majority in favour with 3 abstentions)  
**Action point:** Town Clerk to write to TDC regarding a possible burial ground in the Town Council area.
- 2303/1050 To consider Town Council land holdings**  
 It was **resolved** to meet the requirements of the Transparency Code for Smaller Authorities (2014) and publish details of its land and property holdings, allocating a budget of £3000 to acquire the land titles.  
 Proposed: Cllr Miss Manley, seconded Cllr Tisdale, (all in favour)  
**Action point:** Deputy Town Clerk to proceed with the work
- 2303/1051 To consider a recommendation from the Westward Ho! Park Committee**  
 “that if there are fewer than three expressions of interest from contracts finder, the committee will invite other contractors to consider submitting quotes”  
 It was **resolved** to accept the recommendation from the Westward Ho! Park Committee  
 Proposed: Cllr Miss Manley, seconded Cllr Hodson, (all in favour)
- 2303/1052 Correspondence**  
 Southwest Water  
 CPRE  
 It was agreed to note the correspondence.
- 2303/1053 To consider if Northam Town Council wishes to contribute to the Mental Health Provision Consultation, North Devon and Torridge**  
 It was **agreed** that individual Cllrs should complete the consultation and the Town Clerk should write a letter of support on behalf of NTC  
**Action point:** Town Clerk to write a letter of support
- 2303/1054 Street Matters: All street matters forwarded by e-mail**
- 2303/1055 To receive a Police/Councillor Advocate Report**  
 Cllr Sargent reported on the speed watch that insurance issues have now been solved and speed watch is back in operation. Recently there had been 67 vehicles watched of which 5 had been speeding, the police have been informed and will write letters to the offenders. Councillor Sargent has requested two more sites to be considered, where speeds could be checked and is waiting for a response from the police
- 2303/1056 Summary Report from a District Member**  
 Cllr Mis Manley reported on the recent Overview and Scrutiny Meeting where Members had received a presentation on behalf of North Devon and RDE hospitals. There are new ways of working and this is going well. Members were also advised of funding available through “Help for Households”

There being no further business the meeting closed at 8.45 pm

Signed.....Dated.....  
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DRAFT