

Northam Town Council – Minutes of the Town Projects and Asset Management Meeting held on Monday 6th June 2022 at 10.00am in the Council Chamber, Windmill Lane, Northam

Present: Cllrs Edwards (Vice Chairman) Hames, Himan, Laws, Leather (from minute 2206/79) and the Mayor (ex-officio)
In attendance: Mrs Jane Mills – Town Clerk and Miss T Tucker (Admin Assistant)
4 Members of the public

2206/074 Election of Chairman

It was **resolved** to appoint Cllr Tisdale as Chairman.
Proposed: Cllr Laws, seconded: Cllr Hames, (all in favour).

2206/075 Election of Vice Chairman

It was **resolved** to appoint Cllr Edwards as Vice-Chairman.
Proposed: Cllr Himan, seconded: Cllr Hames, (all in favour)

2206/076 Apologies

Apologies were received from Cllrs Mrs McCarthy, Miss Woodhouse and Tisdale.

2206/077 Chairman's announcements

Members were advised that due to Torridge District Council's meeting schedule, it was recommended to move Town Projects to Tuesdays and have alternate morning and evening meetings. To be ratified at next Town Projects meeting

Action Point: Agenda item next meeting

2206/078 Declarations of interest

Members were reminded that all interests should be declared prior to the item being discussed.
There were none.

2206/079 To agree the agenda as published

It was **resolved** to agree the agenda as published
Proposed: Cllr Laws: Seconded: Cllr Himan (all in favour)

At this juncture Cllr Leather joined the meeting.

2206/080 To confirm and sign the minutes of the Town Projects Meeting held 16th March 2022 as a correct record

It was **resolved** to confirm and sign the minutes of the Town Projects meeting held on 16th March 2022 as a correct record.
Proposed: Cllr Hames, Seconded: Cllr Himan (all in favour)

2206/081 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.

2206/082 To consider Action Points

Action Points were noted:
At this juncture it was **resolved** to suspend Standing Orders to enable members of the public to speak.
Proposed: Cllr Leather: Seconded: Cllr Laws (all in favour)

Two Members of the public spoke on the action point regarding fencing at Burrough Farm. They were advised of the current situation.

It was **resolved** to re-instate Standing Orders.

Proposed: Cllr Leather: Seconded: Cllr Laws (all in favour)

- 2206/083 To consider a request from the WI to plant an oak tree or similar in Anchor Park.**
It was **resolved** to proceed with the planting subject to consultation of the Appledore Councillors regarding its positioning.
Proposed: Cllr Himan: Seconded: Cllr Laws (all in favour)
Action Point: write to the WI
- 2206/084 To consider updates from Devon County Council regarding tree planting in Golf Links Rd.**
The Town Clerk advised the committee that she is still waiting on a response from Devon County Council to proceed. She is continuing to chase up the matter.
Action Point: continue to follow-up
- 2206/085 To consider bus shelter glass replacement**
It was **resolved** to source prices for a replacement bus shelter and seek different options, prepare a report for the next meeting.
Proposed: Cllr Leather: Seconded: Cllr Laws (all in favour)
Action Point: place on next town projects agenda
- 2206/086 To consider an update on Wi-Fi at Northam Hall**
It was **resolved** that the Deputy Town Clerk contacts BT to confirm that all wiring is now completed and to move forward with installing Wi-Fi at Northam Hall.
Proposed: Cllr Laws: Seconded: Cllr Edwards (all in favour)
Action Point: Deputy Town Clerk to contact BT and proceed
- 2206/087 To consider applying to Fields in Trust in relation to our parks** (*referred from Full Council and website details circulated to Members as requested*)
It was **resolved** to recommend to Full Council that we do not proceed with fields of trust application.
Proposed: Cllr Leather: Seconded: Cllr Himan (3 in favour and 2 against)
Action Point: recommendation to Full Council
- 2206/088 To consider a handrail alongside the steps from the Lookout Path to the Mount.**
It was agreed to defer this to the next meeting to clarify who the landowner is, and source quotes.
Proposed: Cllr Edwards: Seconded: Cllr Hames (all in favour)
Action Point: Cllr Hames to advise on landowner, office to seek quotes, Agenda item next meeting.
- 2206/089 To consider an update on festoon and festive lighting**
The Town Clerk is in consultation with Blachere as to the best way forward. This will be put on a future agenda.
Action Point: Future agenda item following discussions with Blachere

2206/090 **To consider a request from Cllr Hames and Cllr Edwards that** “there should be an expanded Action List to cover all projects/actions coming out of Town Projects roughly over the last year to two years. The list would be broken down into the sections and would be a matrix which would include a list of projects and actions, a description of each one, when they were decided, how they are progressing, target dates for completion and a record of completion.”

It was **resolved** that with regard to action points items are marked completed and no longer appear on the list. If unfinished can be added in consultation with the Town Clerk, if not already on the list.
Proposed Cllr Himan: Seconded: Cllr Edwards (all in favour)

2206/091 **To consider correspondence**
Correspondence was noted.

2206/092 **To ratify a decision made at a previous meeting to make a donation to two groups hiring Northam Hall fund raising for Ukraine”**
It was **resolved** to ratify the decision made at the previous meeting.
Proposed: Cllr Leather: Seconded: Cllr Himan (all in favour)
Action Point: Make donation to the two groups

There being no further business the meeting finished at 12.01 pm

Signed

Dated.....