

The meeting commenced at 7pm following a talk by the Internal Auditor on the role of the Internal Auditor and External Auditor, he then took questions from Members

Northam Town Council – Minutes of a meeting of the Town Council held on Wednesday 4th October 2023 in the Town Hall at 6.30 pm

Present: Cllrs Hames, (Chair), Bach, Brading, Bruins, Edwards, Himan, Mrs Hodson, Leather, Lo-Vel, Newman-McKie, Singh, Tait, and Whittaker
In attendance: Mrs J Mills Town Clerk, Mr G Langton Deputy Town Clerk
Internal Auditor
Reverend Tim Sutton
Members of the public (0)

2310/378 Apologies
Apologies: None,

2310/379 Chairman's Announcements
The Chairman advised about the sad passing of Alderman Charles Langton a previous councillor and Mayor of Northam Town Council. He also advised that he had recently attended the Appledore Shipyard and met the Lithuanian Ambassador to the UK
, the shipyard is building a vessel for Lithuania. He also attended celebrations at Primrose House for a lady celebrating her 100th birthday and presented her with a scroll and flowers from the council. Members were reminded about the survey by TDC and were further advised about the need to purchase a light commercial tower for working at heights at a cost of £1164. It was suggested that the Town Council apply for a free parking day at Bone Hill car park on Remembrance Sunday and members agreed that we request this.
Members were also advised about the correspondence received from St Margaret's Church in connection with the Christmas Tree festival and they were happy to sponsor a tree as in previous years. Members were further advised of the health of the retired Beadle, who is now in a nursing home in Fremington and would welcome visitors.
Action Points: Apply for free parking day, and arrange sponsorship of a Christmas Tree

2310/380 Declarations of interest
Members were reminded that all interests must be declared prior to the item being discussed.

2310/381 To agree the agenda between Part A and Part B (confidential information)
It was **resolved** to agree the agenda between Part A and Part B
Proposed: Cllr Leather, Seconded: Cllr Brading, (all in favour)

2310/382 To confirm and sign the minutes of the Town Council Meeting held 23rd August 2023 (Part A) and 7th September 2023 (Special Meeting)
It was **resolved** to sign the minutes of the Town Council Meeting held 23rd August 2023 (Part A)
Proposed: Cllr Leather, Seconded: Cllr Brading, (majority in favour two abstentions, not present at the meeting)
It was **resolved** to sign the minutes of the Town Council Meeting held 7th September 2023 (special meeting)

Proposed: Cllr Leather, Seconded: Cllr Brading, (majority in favour two abstentions, not present at the meeting)

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- 2310/383 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)**
Finance and HR – 2nd August 2023
- Planning – 27th July 2023, 17th August 2023 and 7th September 2023
 - Town Projects and Asset Management 10th August 2023
 - Climate Emergency 18th January 2023 and 27th February 2023
 - Northam Neighbourhood Plan Advisory Group – 23rd February 2023
- 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).
- 2310/384 Action Points**
It was agreed to note the action points.
- 2310/385 To receive and consider reports from the Town Clerk** (bank reconciliation and budget report to date)
It was agreed to note the reports from the Town Clerk.
- 2310/386 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
No member of the public was present.
- 2310/387 To consider an update from the working group for a Vision Statement, strategic plan and delivery proposals**
There is a further meeting arranged to produce a draft for circulation before the next Full Council Meeting.
Action Point: Draft to be prepared and circulated and placed on the Full Council Agenda
- 2310/388 To consider Community Champions (Cllr Hames)**
Following a discussion about the way forward with Community Champions it was agreed to investigate neighbouring councils and how they proceed with this, and bring a report to the next meeting.
Action Point: Proceed with investigation and prepare report for Full Council.
- 2310/389 To consider a recommendation from Town Projects and Asset Management committee:**
The Council prepare a detailed asset list to assist with the work of the Town Projects and Asset Management Committee and its budgeting process, to include likely replacement timescales and costs.
It was **resolved** to prepare a detailed asset list to assist with the work of the Town Projects and Asset Management Committee and its budgeting process, to include likely replacement timescales and costs.
Proposed: Cllr Tait, Seconded: Cllr Mrs Hodson, (majority in favour two votes against).
Members were requested to be understanding with the staff in view of the significant additional work involved.
Action Point: Proceed with the work

- 2310/390 To consider an update on progress with the review of the Emergency Plan**
Members were advised that the plan has been circulated to DCC and TDC with no response, this will be chased up
Action Point: Follow up with TDC and DCC
- 2310/391 To consider requesting the Northam Burrows Management Committee meet to consider a granting process.**
It was agreed to call a **Northam Burrows Management Committee meeting to agree procedures**
Action Point: Arrange a Northam Burrows Management Committee meeting.
- 2310/392 To consider a request from a Councillor for CCTV to be installed at the following locations in Westward Ho! (grid references and /// locations approximate) (Cllr Singh)**
- Nelson Rd, outside 'Golden Sands' (grid reference 51.03986, -4.23828, [///hedge.buns.rent](#)), facing east
 - Youngaton Road, at the end of Nelson Terrace (grid reference 51.03973, -4.23746, [///ladder.boring.robot](#)), facing north
 - Westward Ho! green, first Christmas light post (grid reference 51.041215, -4.23815, [///branded.coins.pulled](#)), facing east and west
 - Golf Links Road, by Tesco's car park entrance (grid reference 51.04191, -4.23560, [///putty.conqueror.bridge](#)), facing east and west
 - Westward Ho! Park, along the main path (grid reference 51.041937, -4.234426, [///calm.regal ordeals](#)), facing both ways.
- After some discussion, where Members were advised that both capital and revenue costs are extremely high and there is no evidence to support that cctv is preventative,
It was **resolved** to write to the police asking for their recommendations and advice and requesting they attend a Full Council meeting urgently. It was further agreed to put the appointment of a police advocate on the next agenda.
Proposed: Cllr Mrs Hodson, Seconded: Cllr Lo-Vel (all in favour)
Action Points: Write to the police and Police Advocate on next Agenda.
- 2310/393 To consider appointment to committees:**
- Climate Emergency Committee – one vacancy
 - Northam Burrows Management Committee – one vacancy
 - Neighbourhood Plan Committee – one vacancy (for an Appledore Ward member)
 - Planning Committee – two vacancies
 - Westward Ho! Park Committee – three vacancies
- Cllr Leather agreed to serve on the Northam Burrows Management Committee and Cllr Newman McKie on Westward Ho! Park committee
- 2310/394 Correspondence:** None received
- 2310/395 To note Street Matters:** All street matters circulated by Town Clerk over email.

2310/396

To receive a summary report from the County Councillor

The County Councillor sent his apologies and a report which was circulated to Members.

Members were pleased to hear about the extension of yellow lines and the patch repairs at the entrance to Bone Hill car park. However, they would appreciate more detailed information regarding other DCC responsibilities regarding for example the 60 million pound deficit, children's services, social services, mobile libraries, school meals and the situation with dentists.

Action Point: Write to County Councillor.

2310/397

To receive a summary report from a District Member (3 minutes)

Cllr Bach advised of the attendance of our MP in Northam and that Torquay is the only one of 55 towns to benefit from government funding recently announced.

Cllr Mrs Hodson spoke about the coast and flooding survey from TDC and asked all to complete and submit it. She invited views from all on the corporate draft strategy.

Cllr Mrs Whittaker spoke about the planning meeting at TDC where there will be a discussion on lack of enforcement of conditions in planning, especially currently at Limers Lane.

Cllr Lo-Vel advised that TDC had had eight weeks to investigate the lack of enforcement and also advised that the previously planned road closure at Limers Lane had not taken place.

Cllr Leather advised that conditions can be varied. He also spoke about a cycle scheme to go through Victoria Park which was turned down by C & R committee at TDC.

2310/398

At this juncture it was **resolved** to extend the meeting beyond two and a half hours to complete the business.

Proposed: Cllr Mrs Whittaker, Seconded: Cllr Tait, (all in favour).

Signed.....Dated.....

DRAFT