

Northam Town Council – Minutes of the Westward Ho! Park Committee Meeting held on Wednesday 28th June 2023 in the Committee Room of the Town Hall at 6.30 pm

Present: Cllrs: Mrs Hodson, (Chairman) Bach, Bruins, and the Mayor ex-officio
Co-opted Members – Mrs C Hutchins, Mr S Makeig-Jones
In attendance: Mrs Jane Mills (Town Clerk), Guy Langton (Deputy Town Clerk)
Ms Penzer

- 2306/122 Election of a Chairman**
This was completed at the previous special meeting.
- 2306/123 Election of a Vice-Chairman**
This was completed at the previous special meeting
- 2306/124 Apologies**
Apologies were received from Cllr Mrs Whittaker.
- 2306/125 Chairman's announcements**
The Chairman welcomed the proposed FOTWHOP representative, This will be a future agenda item. It is hoped a further representative can be found as per the terms of reference. The signage at Westward Ho! Park has been completed.
Action Point: agenda item future meeting
- 2306/126 Declarations of interest**
Members were reminded that all interests should be declared prior to the item being discussed.
No member declared an interest in any item.
- 2306/127 To agree the agenda as published**
It was **resolved** to agree the agenda as published after deleting items 1 and 2
Proposed: Cllr Mrs Hodson, Seconded Cllr Bach (all in favour)
- 2306/128 To confirm and sign the minutes of Part A of the Westward Ho! Park meeting on 25th April 2023.**
It was **resolved** to confirm and sign the minutes of Part A of the Westward Ho! Park meeting on 25th April 2023.
Proposed: Cllr Mrs Hodson, Seconded Cllr Hames (majority in favour, remainder abstained, not present at the meeting)
- 2306/129 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. 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. The period of time which is designated for public participation in accordance with standing orders shall not exceed 20 minutes.
No members of the public were present.
- 2306/130 To consider the Action Points.**
It was agreed to note the Action Points

2306/131 To consider the terms of reference of the committee to include the arrangements for resident representation.

It was **resolved** to recommend to Full Council the following amendments to the Terms of Reference.

Proposed: Cllr Hodson, seconded: Cllr Bruins. (all in favour)

- **Membership: delete:** “to be appointed initially until the annual council meeting in May 22, when members will be reappointed,” and **replace:** with “will be reappointed annually”
- **Meetings:**
Delete: “Committee meetings will revert to the conventional cycle of monthly meetings”
Replace with: “will be convened on a six weekly basis”
- **Quorum:**
Amend quorum to 3 from 4
- **Specific Delegated Powers**
“Delete: The committee will have responsibility for a delegated budget including all monies from the PWLB” (now discharged)
- **Role**
Delete: “To deliver the business plan presented to Torridge District Council to support the acquisition of the park and the pavilion”
Amendment in red: to read, “To lead and instigate community consultation and consider feedback during the process of preparing the detailed project plans and reviewing them.
For project now read projects.
Final new paragraph “To Ensure full compliance with any conditions imposed or contained within a contract”
Action Point: Agenda for Full Council

2306/132 To receive a report from the Chair of FOTWHOP.

Members were advised that the FOTWHOP AGM was held on 12th May 2023 and was reasonably well attended. More gardener volunteers have been recruited and a committee meeting will be held soon.

The final funds from Amazon Smile have been received £14.71. Please register with Easy fundraising, this has already generated £98 of funds. Northam Town Council can register when making purchases.

There are 141 members of the 200 club, it was suggested that endeavours should be made by the next meeting to bring the membership up to the 200.

It was further suggested that local businesses could be visited and asked for their support. Thanks was given to the “Woolly Surfer café” for their support. There is approximately £9000 in the fund at present but some of that is ring-fenced.

The gardeners were pleased to receive a donation of hand-tools. Volunteer hours worked in April and May well 177.5 mainly watering. A water butt has split and needs replacing, It was suggested is that the water company could be asked if they have any availability. there is a lot of blackthorn growing at present and help was requested with its removal by the maintenance men. Concern was expressed about the amount of broken glass in the area. the Chairman thanked FOTWHOP for the reports

- 2306/0133 To receive an update/ report on the tennis courts at Westward Ho! park**
Members were advised that at a special Full Council meeting the recommendation by the Westward Ho! park committee was accepted to progress the agreement with the Lawn Tennis Association for 3 courts and heavy duty fencing adjacent to the play area. If the agreement is signed by the beginning of July work could start on the courts in September.
It was **resolved** to set up a working group for the delivery of the project, to include councillors Bach and Mrs Hodson and co-opted Member Mrs Hutchins.
Proposed: Cllr Mrs Hodson, seconded: Cllr Bach (all in favour)
- 2306/134 To consider a noticeboard for the Park**
It was agreed to seek costings for a wall mounted noticeboard and put this on the next agenda.
- 2306/135 To consider the way forward for the proposed sensory garden**
Members considered whether to look at a Sensory Garden or quiet space.
It was agreed that the site need clearing, apart from the willow, funding will be required.
It was agreed to hold a site meeting to re-familiarise members with what is there. It was agreed to meet on Monday 10th July at 10.00am and place the matter on the next agenda for consideration.
Action Point: Agenda next meeting

There being no further business the meeting closed at 8.15 pm

Signed.....Date.....

DRAFT