

Northam Town Council – Minutes of the Annual Council meeting held 7th May 2025 at 6.30pm in the Council Chamber, Windmill Lane, Northam.

Present: Cllrs Bach, Bell, Edwards, Hames, Himan, Hodson, Horrocks, Leather, Lo-Vel, Newman-McKie, Singh, Tait and Whittaker.

In attendance: Guy Langton (Town Clerk & RFO); Cllr D McGeough (County Councillor) and Hon Alderman A Eastman.

2505/001 Election of the Mayor and signing of acceptance of Office

Cllr Leather **nominated** Cllr Bach as Mayor of Northam Town Council. The nomination was seconded by Cllr Whittaker. There being no other nominations, the matter was put to a vote. All members were in favour and Cllr Bach was **duly elected Mayor of Northam Town Council** for 2025-26.

Cllr Bach signed the acceptance of Office.

2505/002 Presentation of the symbols of office:

Cllr Bach was presented with the Mayoral Chain and Gavel and took the chair.

2505/003 Election of the Deputy Mayor and signing of acceptance of Office

Cllr Edwards **nominated** Cllr Newman-McKie as Deputy Mayor of Northam Town Council. The nomination was seconded by Cllr Tait. There being no other nominations, the matter was put to a vote. All members were in favour. Cllr Newman-McKie was **duly elected Deputy Mayor of Northam Town Council** for 2025-26.

Cllr Newman-McKie signed the acceptance of Office and was presented with the Deputy Mayor's chain.

2505/004 Mayor's Announcements

The Mayor welcomed Cllr Bell and Horrocks, who had been elected to the Town Council at the by-elections on 17th May 2025 and congratulated Cllr McGeough on his re-election as the Northam Division County Councillor on 1st May 2025.

Finally, he announced that Cllr Roscoe had resigned and the notice of the casual vacancy would be posted on the 8th May 2025.

2505/005 Apologies

All members were present. The Council had one vacant seat, in the Westward Ho! ward.

2505/006 To agree the agenda as published.

It was **resolved** to agree the agenda as published.

Proposed Cllr Whittaker, Seconded Cllr Tait (all in favour)

2505/007 To confirm and sign the minutes of the Full Council meeting held 23rd April 2025

It was **resolved** to approve the minutes, with a typographical error amended.

They were signed by the Mayor.

Proposed: Cllr Tait, Seconded: Cllr Edwards (all in favour)

2505/008 To receive any dispensations and disclosable pecuniary or other interests.

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

2505/009 Public Participation

No member of the public wished to address the Council.

2505/010 To confirm the adoption of the General Power of Competence

It was **resolved** that Northam Town Council resolves from the date of this meeting, until the next relevant Annual Meeting of the Council that having met the conditions of eligibility as defined in the Localism Act 2011 and SI 965 The Parish Councils (General Power of Competence) (Prescribed Conditions) Order 2012, to adopt the General Power

of Competence, noting that the Town Clerk & RFO held the CiLCA qualification (2021).
Proposed: Cllr Tait, Seconded Cllr Hodson (all in favour).

2505/011 To receive reports from Committee Chairs for 2024-25

Written reports had been circulated and taken as read. They are attached to these minutes.

2505/012 To agree which members wish to receive email correspondence and which hard-copy correspondence in respect of council meetings

It was agreed that Council correspondence would be circulated as follows:

E-Copy Cllr Hames, Cllr Himan, Cllr Lo-Vel

Both Cllr Horrocks, Cllr Newman-McKie, Cllr Hodson, Cllr Bach, Cllr Singh
Cllr Edwards, Cllr Leather, Cllr Whittaker & Cllr Tait

Hard copy Cllr Bell

2505/013 To consider Scheme of Delegation

It was **resolved** to adopt the Scheme of Delegation as presented (V0.5), which would be published online.

Proposed Cllr Hodson, Seconded Cllr Newman-McKie (all in favour)

2505/014 To note the Terms of Reference for committees and approve those for the Finance and Human Resources Committee

It was **resolved** to adopt the revised Terms of Reference (V0.5) for the combined Finance & HR committee.

Proposed Cllr Hodson, Seconded Cllr Tait (all in favour)

The remainder of the document was noted and would be published online

2505/015 To consider a review of Standing Orders to the Review Committee

[NALC Model Standing Orders were updated in 2022. NTC last comprehensively reviewed its Standing Orders in 2021.](#) Northam Town Council's published Standing Orders are available on its [website](#).

It was **noted** that it had previously been **resolved** to delegate the review of the Standing Orders to the Review Committee (minute 2405/019) and it was **agreed** that this review would be undertaken in 2025-26.

Action point: include the review on the agenda for the first meeting of the Review Committee in 2025-26.

2505/016 To consider the Financial Regulations

It was **resolved** to adopt Financial Regulations V1.2, with an amendment to paragraph 8.2 as shown below

A signatory having a family or business relationship with the beneficiary of a payment shall not, ~~under normal~~ *other than in exceptional* circumstances, be a signatory to that payment.

Proposed Cllr Tait, Seconded Cllr Newman-McKie (all in favour)

The document was noted and would be published online.

2505/017 To note Northam Town Council policies.

It was noted that all Council policies could be found on its website at [Policies - Northam Town Council](#).

2505/018 To receive the schedule of meeting dates for 2025-26

The schedule of meeting dates was received. The calendar would be published online. It was noted that the Environment & Maintenance Committee meeting scheduled for 24th December 2025 would be moved or cancelled, the committee could agree that in due course.

2505/019 To resolve the appointments to the Council's standing committees

The Mayor sits ex-officio on all committees, though may vote once only.

It was **resolved** to appoint members to committees as follows:

- Environment & Maintenance Committee (7 seats plus Mayor)
Cllrs Bell, Edwards, Hames, Lo-Vel and Tait, plus the Mayor. There remained two vacancies
- Finance and Human Resources Committee (7 seats plus Mayor)
Cllrs Edwards, Hames, Himan, Hodson, Leather, Tait and Whittaker, plus the Mayor.
- Parks & Recreation Committee (7 seats plus Mayor)
Cllrs Bell, Edwards, Hames, Hodson, Newman-McKie, Tait and Whittaker, plus the Mayor.
- Planning & Development Committee (7 seats plus Mayor)
Cllrs Hames, Hodson, Horrocks, Lo-Vel and Newman-McKie, plus the Mayor.
There remained two vacancies.
- Review Committee (7 seats plus Mayor)
Cllrs Edwards, Hodson, Horrocks, Newman-McKie and Tait, plus the Mayor.
There remained two vacancies.

Proposed: Cllr Bach, Seconded: Cllr Newman-McKie (all in favour)

2505/020 As Corporate Trustee of the Northam Burrows Charity, to resolve appointment to the Northam Burrows Charity Management Committee

The membership of the Northam Burrows Charity Management committee was confirmed as follows:

The Mayor sits ex-officio on this committees, though may vote once only. The deputy Mayor sits ex-officio on this committee.

It was **resolved** to appoint members to committees as follows:

- Cllrs Edwards, Hames, Leather, Tait and Whittaker, plus the Mayor and the Deputy Mayor.

Proposed: Cllr Bach, Seconded: Cllr Newman-McKie (all in favour)

2505/021 To resolve Council appointments to the external and other bodies

Council representation on external and other bodies was confirmed as follows:

Blue Lights Hall:	Cllr Edwards
Taw-Torridge Estuary Forum:	Cllrs Bell and Hames
Bideford Archive Management Committee:	Cllrs Himan and Whittaker
Northam Community Centre:	Cllr Lo-Vel
Northam Town Twinning:	Cllrs Bach and Himan

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

2505/022 To appoint a Police Advocate

It was **confirmed** that Cllrs Hodson and Whittaker would share the role of Police Councillor advocate for 2025-26.

Proposed: Cllr Hames, Seconded: Cllr Newman-McKie (all in favour)

2505/023 To review the Council's and/or employees' memberships of other bodies

It was **resolved** to renew the Council and/or employees' memberships of other bodies as follows:

- DALC (including NALC) at a cost of £1,982 (exVAT)
- Society of Local Council Clerks (Town Clerk & RFO's membership) at an approximate cost of £400 (exVAT), to be renewed in August 2025.
- Rural Services Network (Rural Market Towns Group) at a cost of £144 (exVAT)
- Campaign for the Protection of Rural England at a cost of £60 (exVAT)

Other memberships will be put to the Finance Committee as the annual renewals arise.
Proposed: Cllr Hames, Seconded: Cllr Edwards (all in favour)

2505/024 To review Councillor Allowances

It was **resolved** to increase Councillor allowances a similar percentage as has been offered to the Council's staff by the employers national (3.2%) and increase the annual allowance for elected members, which would be paid in one lump sum in June 2025, to £1,075.

Proposed: Cllr Hodson, Seconded: Cllr Whittaker (majority in favour)

2505/025 To review the assets and office equipment and receive a report on Asset Management

It was **resolved** to accept the revised asset list, which is appended to these minutes for clarity.

Proposed: Cllr Edwards, Seconded: Cllr Tait (all in favour)

2505/026 To note the funds raised for the Mayor's Charity 2024-25

Cllr Bach noted the great success of fundraising for the Appledore RNLI in 2024-25, the sum to be donated had reached £5,004.67.

There being no further business the meeting closed at 7:40pm.

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

Environment & Maintenance Committee

Dear Members and Officers of the Council, I have pleasure in outlining my annual report for this committee:

I was elected Chair in June 2024, together with the members, past and present as shown on the respective minutes.

As a committee, we have covered a wide area of work and issues, too many to list here, but the following is a summary which includes planned, routine and reactive maintenance to our buildings, parks and open spaces as follows:

- Buildings, Parks, Grounds and Estate Management.
- Weed Control.
- Planting Trees and Spring Bulbs.
- Upkeep of Hanging Baskets.
- Notice Boards, Interpretation Signs and Public Notices.
- Maintaining the Parish Network of Public Footpaths.
- Community Speed Awareness and mobile detection equipment.
- Requests for dog litter bins.
- Identifying areas for Drop Kerbs.
- Procurement and upkeep of equipment for Buildings and Estate Management and Maintenance.
- Community Engagement,
- Liaising, and working in conjunction with partner agencies, the public and other local authorities.
- Festive and Festoon Lighting.
- Bus Shelters.
- Ensuring that this Committees Aims and Objectives, align with our agreed Climate Emergency Strategy, to achieve "Carbon Zero by 2030"

Finally, to thank all the members associated with this committee for their help and support throughout the year, and for the help and support of our Town Clerk, the Buildings & Park Manager and Maintenance Crew, and last but not least the Office Staff, who we rely on so much to keep matters running smoothly.

Cllr Bach, Committee Chair 2024/25

Finance Committee

Firstly, I would like to thank the Committee members for their commitment and their contributions to the financial agenda of the Council. This year has seen significant changes in our systems and banking arrangements to ensure that every penny of the public purse is well spent, monitored and reported to the entire Council and to the Community.

Despite some initial challenges of updating the existing banking arrangements we have now agreed new accounts which attract interest and adds to the spending power of the Council. It was also agreed to

outsource Payroll to a sector specialist provider who could provide an effective and efficient service to deliver this service.

Decisions were made with the setting of the budget to increase the precept, the funding received from Torridge's collection of the Council tax, by only 4.35%. This allowed for the increased costs of Employers National Insurance, agreed pay increases for the staff and the anticipated increase in energy costs payable for our amenity spaces.

Through the prudent approach to accumulating reserves your Council was able to finance the purchase of replacement, upgraded electrically powered maintenance equipment and a new vehicle to replace one of the fleet. These acquisitions will ensure that your Maintenance Team can function effectively to keep our green spaces in order. It has also enabled the introduction of electric battery charged appliances which can be charged using our own generated solar energy, demonstrating our commitment to Climate change and the reduction of carbon emissions.

A Fire Risk Assessment was undertaken for the Northam Hall premises. The report identified a number of areas which required work to ensure that the safety of the building remained compliant with regulations. The reserves yet again proved vital in enabling the works to commence, some undertaken by our Maintenance Team, the major works being commissioned through the Councils procurement policy. These works will extend into 2025/26 thus spreading the expenditure over two budget years.

The Westward Ho! park tennis courts were successfully launched with funding from the Lawn Tennis Association who required an amount to be set aside each year of £3600 for the eventual refurbishment costs. The income generated has exceeded this total, £5855, and a bank account has been opened specifically for this earmarked sinking fund. It should be noted that this income was generated over a 15-month period (January 2025 to March 2025) which may account for the surplus.

In November Northam Town Council approved grants to 41 Community organisations totalling £20,606, to be budgeted for in 25/26 and distributed after the Annual Electors meeting in April.

The recommendations of the Human Resources committee to increase the staffing of the Council has enabled the appointment of a part-time Finance Assistant and general Administrator. The post-holder was recruited and commenced work in September 2024. This post has proved to be an asset to the Council ensuring that in the absence of the Town Clerk the functions of the organisation can continue.

I am sure that I may have overlooked some areas of work undertaken by the Committee but I am confident that the detailed minutes of the eight meetings can be relied on to provide a transparent oversight of the decisions that have been implemented.

Cllr Hodson, Committee Chair 2024/25

Human Resources Committee

This Committee was newly re-formed to address the needs of the organisation's response to the findings of a staffing review after the retirement of the Town Clerk in March 2024. It was considered that to ensure appropriate consideration of all aspects of the Councils duties and responsibilities a requirement to dedicate time to the decisions and recommendations to be made to Full Council was required.

Acting on the recommendations from the Councils Employment Advisors and specifically from their consultant who had conducted the last staffing review, the Committee examined the options for a new structure.

The appointment of the Deputy Town Clerk in 2021 was a new post but was seen as an opportunity for succession planning if the successful candidate proved to be competent and capable of stepping up in the future.

The Consultant recommended that a post be created to focus on managing the Maintenance team, also deputising for the Town Clerk in their absence. The growing responsibilities for the management of Finance and assets of the Council identified the need for a post of a part time Finance Assistant.

Recommendations were made to Full Council that the recruitment of a Parks and Buildings Manager and a Finance Assistant should be undertaken at the earliest opportunity to address the pressure on the remaining two members of office staff. That an offer be made to the Deputy Town Clerk of the position of Town Clerk and RFO and that the administration Officer be offered the newly created post of Community Engagement and Administration Officer. These recommendations were approved by full Council in June 2024. After a recruitment exercise both new posts were offered to the successful candidates with start dates in the Autumn.

The major work of the Human Resources Committee has now concluded with the newly appointed staff having satisfactorily completed their probationary periods and now have permanent contracts of employment with the Council.

The Committee has also addressed the training needs of all the staff providing First Aid training , ROSPA Play Equipment Inspection training for the Parks and Buildings Manager, extended training for the Town Clerk, updating the Chapter 8 training for the Maintenance Team and a food hygiene level 2 qualification for food preparation and sales to be provided at any event that the Council organises. A range of training is undertaken remotely by e-learning which extends skill sets and capabilities of all the staff.

In conclusion this Committee achieved its ambition and can now be recommended to being reinstated as a part of the Finance Committee.

Cllr Hodson, Committee Chair 2024/25

Parks & Recreation Committee

This Committee began life in May 2024, combining some of the activity associated with the former Town Projects Committee and all of the work required to support the Westward Ho! Park Committee which formerly existed to try to deliver the Parks supporters aspirations.

The Committee's role is self-evident in that it's responsible at an initial stage for all the Parks that belong to Northam Town Council and for the smaller Play Areas of which there are several within the Council's area. It also monitors and tries to maintain to a reasonable condition the many Footpaths across the district. This was a role originally undertaken by the County Council from which Northam Town Council receives some annual, although limited, financial support. What's received is used to

upgrade the condition of various Footpaths each year, in addition the Council's team of Maintenance Operatives can sometimes provide additional help if a particular path needs work to keep it safe and useable. Allotments in the widest sense can be considered under this Committee's remit, as can any open space or recreational area. We are fortunate enough to have a Parks and Recreation Manager, appointed during this year and five Maintenance Operatives all of whom work tirelessly to keep the whole of Northam Town Council's area in the best shape possible. There are also some buildings and hard landscapes which Committee members have to take an interest in, particularly Northam Hall, the Changing Places facility in Westward Ho! Park, the Tennis Courts situated there and the wellbeing of the Pavillion as it currently exists and the Public Toilet in Northam

Along with the seven Cllrs who are members of this Committee it also welcomes the Chair of FOTWHOP and a representative of the Volunteer Gardeners at each meeting and has a specific agenda item so to receive regular updates from them both.

- The work of this Committee is substantial given its wide and often varied remit. Some examples are listed below
- Work done at Wren Close and the Lords Meadow Play areas
- Petroc asked, prepared and costed a new Pavillion/Community Building
- Maintenance and storage of the Planters organised
- Maintenance of Churchfield Skate Park organised
- Play equipment at Westward Ho! Park maintained
- Work done at Anchor Park
- 7,000 bulbs planted at Lords Meadow
- Free Tennis at the Westward Ho Tennis Courts organised
- Arrangements made for a Pump Track to be installed at Lords Meadow for summer 2025
- New equipment i.e. Battery Strimmer and Lawn Mower purchased
- Work on Northam Hall arranged
- Work done at Burroughs farm
- Hedge planted around King George V Field in Burroughs farm
- Outdoor Gym equipment removed due to safety concerns
- Damage done to Play equipment repaired
- An Asset List and Maintenance costs completed
- Play Inspection Reports received and planned actions noted.
- Bee friendly planting at Anchor Park undertaken
- Potential for a MUGA discussed for Westward Ho! Park
- The Maintenance Operatives continued to mow verges and maintain the general cleanliness of the whole area throughout the twelve-month period.

Cllr Whittaker, Committee Chair 2024/25

Planning and Development (inc NNP)

The Committee has continued its work over the year of scrutinising planning applications and making recommendations to the Local Planning Authority and I thank the committee members for their invaluable contributions.

Most of the land allocated in the Joint Local Plan for housing and other development in Northam has now been the subject of planning approvals. Given this it is important that remaining green spaces in the parish are protected and this is the main objective of the Council's Draft Neighbourhood Plan. The Plan has now been submitted for independent examination and it is hoped that the final document will go to public referendum as soon as possible. My thanks go in particular to Nick Arnold for all the work he has done on the Plan and also to our Town Clerk, Guy Langton and, of course, to all the people who have been involved with the Plan from the beginning.

Although most of the development land in our parish has been allocated, we once more have a situation, unfortunately, where the required housing allocation in the Local Plan has not been fulfilled and this opens up the possibility of planning applications on land which is outside the designated development sites. One example is the current re- application to develop housing at Bloody Corner which our Committee recently recommended once more for refusal at a meeting attended by many members of the public.

Another significant application is a current one to develop Richmond Dock in Appledore to provide a building in which to house a wartime German military vessel. This has been the subject of controversy amongst some residents in Appledore and their concerns were expressed at the Planning Committee meeting when the application was considered. Amongst these concerns are that the development will lead to flooding, that the building will have adverse visual impact and that there is no provision for public benefit. Given the public response about this application and the Bloody Corner one I have called in both applications to be considered by Torridge District Council's Planning Committee.

Another important application considered by our Committee is the one for a Clean Maritime Innovation Centre on the estuary in Appledore. This received support from Members and the project will be of great importance for the economy of the area and for initiatives which will help meet the impacts of climate change.

The Northam Neighbourhood Plan has been completed and submitted to Torridge District Council for independent examination and then on to referendum in due course.

At Torridge District Council the work of revising the Local Plan continues, along with North Devon District Council with whom Torridge shares the Plan. As a Torridge Councillor I am on the Joint Local Plan Review Committee and my particular interest as Lead Member for Climate is to look at ways of strengthening policies relating to climate change and biodiversity. When the public consultation process regarding the draft Plan commences, I strongly recommend that all members of the public take part in expressing their views on the policies, and especially regarding proposed development sites. I must stress that once the revised Plan has been approved there won't be another opportunity to object to these sites.

CLlr Hames, Committee Chair 2024/25

Review Committee

The Chair of this committee resigned from the Council in January 2025, this brief report has been drafted by the Town Clerk.

The Review committee met occasionally in 2024/25, with quarterly meetings planned. Through the year, the committee considered:

- The Council's Procurement Policy
- The Council's scheme of delegation
- A Civic Regalia protocol for the Council
- An initial review of the Emergency Plan
- Revising the protocol following the death of the Sovereign, senior national figure or local holder of high office
- The proportion of the Council's precepted income that covers staff costs.

G Langton, Town Clerk & RFO

Northam Burrows Charity Management Committee

In total members of the Charity's Management Committee met five times during the 2024/25 year and once prior to a Full Council Meeting where it presented its report to the Corporate Trustee who is in fact the Councillors and Members of Northam Town Council.

In June we discussed that members had become aware that the Landowner, Torridge District Council had engaged a Consultant, funded by DEFRA, to help ascertain the most suitable Environmental Stewardship Scheme for Northam Burrows Country Park. A meeting was arranged to meet with this Consultant on the morning of the 19th of July. All members of the Corporate Trustee Board i.e. NTC's Full Council members and the Graziers would also be invited. Other items brought forward were the recharges made to the Council for work undertaken by members of Staff relating solely to the Burrows. In the main this usually relates to the issue of the Burrows Passes and any work connected with grazing right on the Burrows themselves at this meeting it was also agreed that alternative banking arrangements would also better suit the income being generated.

In July as already mentioned, we met with and considered the role of the Consultant, Chantal Brown. The existing Environmental Stewardship Scheme could be replaced by a Countryside Stewardship Scheme about which consultation would be held with all interested parties, including members of Northam TC and the Graziers invited. In addition to the members of the Charity's Management Committee a number of Graziers attended. A range of questions were asked all of which would form part of the overall study, and the conclusions arrived at.

Sometime after this Meeting Chantal did hold an Open Event at Northam Hall where local residents were able to raise any concerns they may have about the proposed new Scheme and where they were invited to complete questionnaires.

The Committee met again in September where the Consultants progress was queried especially as to date no updates had been made available. The Grants Policy needed updating which it was agreed the Town Clerk, and I would undertake together. There was some discussion about the Objects of the Charity which fall into two categories. The first object is to help to manage and preserve Northam Burrows and the second when the income of the Charity cannot be applied specifically to object one, then can be used to benefit the inhabitants of the Wards of Northam Town Council. Cllr Bach again

brought forward a number of concerns and queries from his Ward of Westward Ho! These again were considered after which it was felt a meeting with TDC was the only way to get them resolved.

By December's Meeting we were waiting for a date to meet with TDC to be organised.

The meeting resolved to recommend the Corporate Trustee adopt the revised Grants Policy At its AGM in January 2025. The grant fund would be made available so it could open the Charity's Grant Awards Scheme during the summer of 2025. It would have a fund of approaching 40k. The opportunity to apply for a grant from this fund will be advertised at the appropriate time. The date that the Manor Passes will be issued in 2025 was discussed with applications beginning from the 24th February and forms to be made available from the Friday before.

The final meeting of this twelve months was held on the 21st of March, 2025. The topics covered were an update on the issue of the Manor Passes, which by all accounts went very well. The fact that a date was now in place for Committee members to meet with Officers of TDC so they could better consider some of the concerns that Cllrs, particularly Cllr Bach, had brought to the Charity's attention. That the signatories for the Deposit Account were agreed and that the Grazing allocations had been discussed and were also agreed.

This report rounds off a varied and interesting year. I am not able to report or comment on the Charity's AGM as I was not in the Country when it took place. The Charity's Grants Programme will begin later in the summer and will be reviewed again for 2026. A better partnership approach to the care and investment in Northam Burrows via this Charity has a greater chance of becoming more meaningful since the meeting with TDC.

**Councillor Jane Whittaker - Chair of the Northam Burrows Charity Management Committee
2024/25**

INVENTORY OF LAND ASSETS AND OFFICE EQUIPMENT				
year ended 31st March 2024				
Community		2022-23	2023-2024	2024-25
Noticeboards		£ 2,000		
	Northam - Fore St		£ 500	£ 757
	Appledore - The Quay		£ 500	£ 500
	Westward Ho! - car park		£ 500	£ 757
	Northam - Hanson Park		£ 500	£ 500
	Windmill Lane allotments		£ 262	£ 262
	Westward Ho! Park		£ 323	£ 323
Seats		£ 20,000	£ 21,412	£ 21,412
The Council has 34 parish benches for which it has interited maintenance rights from TDC.				
In addition:				
4 benches on Westward Ho! Green and 19 in Westward Ho! Park				
10 benches and picnic tables at Burrough Farm				
1 each in Lords Meadow, Appletree Gardens, Ridgeway Drive and Wren Close				
Bone Hill Flagpole		£ 8,000	£ 8,000	£ 8,000
Bus Shelters		£ 34,922	£ 34,922	£ 34,922
Christmas trees and lights		£ 10,000	£ 11,207	£ 11,877
Town Charter		£ 5,000	£ 5,000	£ 5,000
Name plates ('Welcome To ...' signs)		£ 30,000	£ 30,000	£ 30,000
Honours Boards (insured under contents)		£ 2,080	£ 2,080	£ 2,080
Vases, paintings, gavel, stand (insured under contents)		£ 1,025	£ 1,025	£ 1,025
Mayoral pictures (insured under contents)		£ 3,120	£ 3,120	£ 3,200
Northam Hall	Insured value £1,050,000	£ 170,197	£ 170,197	£ 170,197
War Memorial		£ 20,358	£ 20,358	£ 20,358
War Memorial		£ 20,358	£ 20,358	£ 20,358
water fountain		£ 3,000	£ 3,000	£ 3,000
hanging baskets and planters		£ 12,398	£ 12,398	£ 12,398
play equipment and fencing and play surfaces		£ 163,000	£ 177,000	£ 277,000
Westward Ho! Park play area (installed 2021)			£ 120,000	£ 120,000
Westward Ho! Tennis Courts (rennovated 2024)			£ 115,000	£ 115,000
Westward Ho! Park Pavilion (acquired 2020)				
- including the Changing Places Toilet	Insured value £453,600	£ -	£ 1	£ 1
Changing Places Toilet		£ -	£ -	£ 52,803
Car park surface adjoining Seagate Hotel (surface)		£ 20,602	£ 20,602	£ 20,602
Blue Lights Hall	Insured value £639,000	£ -	£ 1	£ 1
Civic regalia		£ 18,000	£ 18,000	£ 18,000
Bunting		£ 2,000	£ 2,000	£ 2,000
Festoon and Christmas Lighting		£ 60,867	£ 60,827	£ 60,827
		£ 606,926	£ 859,093	£ 1,013,160
Equipment				
Solar at N Hall		£ 10,000	£ 10,000	£ 10,000
Chairs/tables		£ 13,676	£ 13,676	£ 13,676
Maintenance Equipment (Garden machinery)		£ 16,040	£ 16,040	£ 14,214
Hand and power tools		£ -	£ -	£ 3,000
Filing cabinets		£ 1,394	£ 1,394	£ 1,394
Office cupboards		£ -	£ -	£ 360
Tables		£ -	£ -	£ 125
Desks and chairs		£ 1,392	£ 1,392	£ 1,000
Office chairs		£ -	£ -	£ 400
Computers and printers		£ 5,504	£ 5,504	£ 5,504
Laptop (P&BMgr)		£ -	£ -	£ 975
Office equipment (including comb binder, laminator, POS systems and sundry items)		£ 230	£ 450	£ 450
Phones and system		£ 800	£ 800	£ 800
Shredder		£ 163	£ 163	£ 163
Kettle/cups		£ 31	£ 31	£ 31
Franking Machine		£ 750	£ 750	£ 750
mobile phones		£ 1,000	£ 250	£ 300
outdoor gym equipment Lords Meadow		£ 19,050	£ 19,050	£ -
Lords Meadow fencing		£ -	£ -	£ 2,700
cctv Northam Hall		£ 1,000	£ 1,000	£ 1,000
Garden Machinery shown separately on ins schedule		£ 58,000	£ 58,000	£ -
Ride on mower		£ -	£ -	£ 11,280
Walk behind mower		£ -	£ -	£ 9,511
2-wheel tractor and tools		£ -	£ -	£ 11,995
sweeper for 2-wheel tractor		£ -	£ -	£ 4,355
Weedbrush for 2-wheel tractor		£ -	£ -	£ 3,425
rotary mower for 2-wheel tractor		£ -	£ -	£ 2,195
Generator		£ 1,250	£ 1,250	£ 1,250
Photocopier (leased but Insurance cover required)	£ 10,882			
Council vehicles		£ 35,418		
	Ford Transit (2018 purchase)		£ 21,418	£ 21,418
	DFSK (HY16) (disposed April 2025)		£ 13,450	£ 13,450
	ORCA EV (GX23) (2023 purchase)		£ 28,217	£ 28,217
	ORCA EV (WA25) (2025 purchase)		£ -	£ -
Loan to Appledore Hall	Repaid in 2023-24	£ 1,000	£ -	£ -
radar gun		£ 202	£ 202	£ 202
beacon		£ 500	£ 500	£ 500
Laptop (pool)		£ -	£ 1,150	£ 1,150
Laptop (TC)		£ 2,300	£ 1,150	£ 1,150
		£ 169,700	£ 195,837	£ 166,940
Total assets insured				
		£ 776,626	£ 1,054,930	£ 1,180,100
Land owned by NTC				
Anchor Park			£ 1	£ 1
'Blackies'			£ 1	£ 1
Car park adjoining Seagate Hotel, Appledore			£ 1	£ 1
Lords Meadow			£ 1	£ 1
small grass are in JH Taylor Drive for maintenance purposes			£ 1	£ 1
Appletree Gardens			£ -	£ -
Burrough Farm			£ 1	£ 1
Wren Close play area and green space			£ 1	£ 1
Ridgeway Drive			£ 1	£ 1
Westward Ho! Park		£ 210,000	£ 1	£ 1
Full total		£ 986,626	£ 1,054,939	£ 1,180,109
difference vs. previous year			7%	12%