

**Northam Town Council – Minutes of the Environment and Maintenance committee meeting held  
Wednesday 2<sup>nd</sup> April 2025 at 6:30pm  
at 6.30pm in the Town Hall, Windmill Lane, Northam.**

Present: Cllrs Bach (Chair), Edwards, Hames, Lo-Vel and the Mayor, Cllr Tait.

In attendance: Guy Langton – Town Clerk & RFO.  
Ian Rawle – Parks & Buildings Manager.

**2504/693 To receive and approve apologies for absence, in accordance with Local Government Act 1972 s85(1)**

All members were present.

**2504/694 Chair's Announcements**

The Chair had no announcements.

**2504/695 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.

**2504/696 To agree the agenda as published**

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

Proposed: Cllr Tait, Seconded: Cllr Lo-Vel (all in favour).

**2504/697 To confirm as a correct record and sign the minutes of the Environment & Maintenance Committee held on 2<sup>nd</sup> February 2025**

Proposed Cllr Hames, Seconded Cllr Lo-Vel (all in favour).

**2504/698 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.*

There were no members of the public present.

**2504/699 To receive an update on action points**

The Action points were considered and noted as presented overleaf

**2504/700 To note the resolution by Full Council regarding Bus Shelters along the 21/21A routes through Northam, Appledore and Westward Ho!**

It was noted that Full Council **resolved** to agree the proposal in principle and delegate oversight of this to the Environment & Maintenance Committee at its meeting on the 19<sup>th</sup> March 2025 (minute 2503/681).

*Fernbank*, working with Devon County Council, were in the early stages of proposing the installation of new Living Roof bus shelters ones in return for an extension to the existing agreement with this Council, to 2045.

The shelters under consideration were:

- Three along Golf Links Road (outside new development), adjacent to Aysha Gardens & adjacent to the Co-op (should this be a Northam TC asset).
- Haywood Road opposite Durrant Hotel
- Opposite Hanson Park against the wall

The shelters in Appledore would not be included, nor would the wooden shelter opposite the war memorial in Northam, nor the stone shelter outside Torridge Pool.

Any shelters in usable condition would be sympathetically removed and retained by this Council for future use.

	<b>Action</b>	<b>February 2025</b>	<b>April 2025</b>
<b>1</b>	Drop kerbs in Westward Ho! (brought forward from TP&AM)	No further action has been taken.	Contractor instructed. ONGOING
<b>2</b>	Schools to be contacted to design their own 'don't idle' signs for the Council to have made and installed.	Seeking a discussion with the interested school.	Seeking a discussion with the interested school. ONGOING
<b>3</b>	Prepare a report on the purchase and installation of MVSIDs for the Parish	NOT STARTED	NOT STARTED
<b>4</b>	Request from member of the public for litter picking equipment	Member of the public invited to the February 2025 meeting.	No response from the member of the public. COMPLETE
<b>5</b>	Traffic issues at the Square, Northam	Mr Gilbert's response is on the agenda. Costs of traffic surveys not yet researched.	Costs of traffic surveys not yet researched. Cost of air quality surveys not yet researched. NOT STARTED
<b>6</b>	Locations of Council provided Christmas trees in 2025 – liaise with the Westward Ho! Business association over the sites in Westward Ho!	To be considered later in the year.	Agreed at the previous meeting, to advertise closer to December 2025. COMPLETE
<b>7</b>	Schedule the works for Life on the Verge	Works scheduled in 2025.	The design is being redrafted in line with the requirements of the Neighbourhood Highways Officer. ONGOING
<b>8</b>	Postpone Hedge-laying at Burrough Farm		It was agreed to postpone the hedge-laying to the autumn. The contractor has been informed. COMPLETE
<b>9</b>	Remove the tree from Wren Close play area as per ROSPA inspection report		The local residents were informed of the work and it has been COMPLETED.
<b>10</b>	DCC Grass Cutting 2025-26		Full Council considered the contract and resolved to continue it. It has been signed and returned to DCC. COMPLETE
<b>11</b>	Golf Links Road street scene		Seek a derelict boat for use as a planter along that stretch of road and enhance the current planting. Make good the land recently disturbed by utility works. ONGOING

- 2504/701      To consider seeking a grant for a *BinForGreenSeas* and a suitable location**  
It was **resolved** to submit an application for a BinForGreenSeas to be installed in Westward Ho! The specific location will be confirmed as part of the application process, subject to approval by Torridge District Council.  
Proposed: Cllr Hames, Seconded: Cllr Lo-Vel (Majority in favour, 1 abstention).
  
- 2504/702      To consider offering to support local waste collection**  
It was noted that Officers will liaise with Torridge District Council to determine the reasons for the insufficient number of bins, and to offer support in supplying additional bins and assisting with their emptying.  
**Action point:** Officers to arrange the provision.
  
- 2504/703      To consider upgrading the surface of footpaths 35 and 36 and their inclusion in the P3 request.**  
It was **noted** that the costs associated with the improvement works to Footpaths 35 and 36 will be included in the P3 funding request and submitted for approval.  
**Action point:** Officers to submit the P3 request.
  
- 2504/704      To consider the wider P3 request for footpath improvements**  
It was **noted** that Officers will liaise with Devon County Council to request the upgrading of the stiles on Footpaths 4 and 6 to kissing gates, in order to enhance public safety.  
**Action point:** Officers to liaise with Devon County Council.
  
- 2504/705      To consider repainting the wall along Footpath 36**  
It was noted that the wall along Footpath 36 will not be painted at this time and will instead be monitored regularly for any offensive graffiti.
  
- 2504/706      To consider purchasing two 500L IBCs and suitable pumps to assist with watering the Council’s planters, baskets and newly planted areas.**  
It was **resolved** to purchase two 600L IBCs along with suitable pumps to assist with watering the Council’s planters, hanging baskets, and newly planted areas, at a cost not exceeding £800.  
Proposed: Cllr Edwards, Seconded: Cllr Hames (all in favour).

There being no further business the meeting closed at 7:46pm.

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

Chair’s initials