Northam Town Council – Minutes of the Full Council meeting (preceded by the Northam Burrows Charity AGM) held 28th January 202 at 6.30pm in the Council Chamber, Windmill Lane, Northam.

Present: Cllrs Bell, Bach (Mayor), Hames, Hodson, Horrocks, Leather, Lo-Vel, Newman-McKie, Sawyer, Singh and Tait.

In attendance: Guy Langton (Town Clerk & RFO), Rev John Kidd, Cllr McGeough (Devon County Council), Cllr O'Rourke (Torridge District Council) and three members of the public.

The meeting was preceded by the Annual General Meeting of the Northam Burrows Charity, the minutes of which are presented separately.

2601/578 Apologies

Cllrs Edwards, Himan and Whittaker submitted their apologies, the reasons for which were approved.

2601/579 To agree the agenda as published.

It was **resolved** to proceed with the agenda as published.
Proposed Cllr Hodson, Seconded Cllr Bell (all in favour)

2601/580 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.

2601/581 Mayor's Announcements

The Mayor reminded the Council that his civic dinner was scheduled for the 13th February and that ticket sales would end on the 30th January 2026 at 1pm.

2601/582 To confirm and sign the minutes of the Full Council meeting held 8th January 2026

It was **resolved** to approve the minutes, which were signed by the Mayor.
Proposed: Cllr Leather, Seconded: Cllr Sawyer (all in favour)

2601/583 To receive and adopt the reports of the confirmed minutes and resolutions contained therein from Committees and Sub-Committees

The minutes of the below listed committees were noted and adopted.

- Finance 3rd Dec, 10th Dec 25 & 7th Jan 26
- Planning 18th Dec 25
- Parks & Recreation 19th Nov 25

2601/584 Public Participation

One member of the public addressed the Council regarding Devon County Council and Libraries Unlimited's proposals to amend the opening hours of libraries across Devon but specifically within this Parish. She noted the number of signatories to a petition to maintain the current hours and letters that had been sent to Councillors on this and the County Council. She had sought clarity on the criteria used to identify the cuts to each library branch and when they would be implemented, if approved following the formal public consultation. She also noted that with Local Government Reorganisation in Devon currently under consultation, the whole community and its representatives would need to review public facilities.

A second member of the public thanked the Council for its support of the initiatives to retain the current hours at the Parish's library branches.

2601/585 To receive a report from Devon & Cornwall Police

The representatives of the Neighbourhood Policing Team were unavailable. The Mayor asked that the Neighbourhood Policing Team be asked to attend the next meeting of this council.

2601/586 To receive a report from the Devon County Councillor

Cllr McGeough submitted a written report in advance, a copy of which is appended to these minutes.

2601/587 To receive reports from Torridge District Members

Cllr O'Rourke submitted a written report in advance, a copy of which is appended to

Cllr Hodson reported that she had attended the Devon Adult Scrutiny meeting earlier in January, where she heard that, while central government had not confirmed the funding for local authorities, 'Rurality' was no longer an enhancing factor. She considered that this reduction, especially in the light of local areas of deprivation, the reduction in fair funding could not be ignored.

Cllr Lo-Vel reported that she had visited the OSCAR site (Operational Services Centre Alverdiscott Road) and had been impressed by the facility. It was modern, clean and included environmentally friendly infrastructure such as solar PV cells, rainwater harvesting (for washing vehicles) and EV charging.

Cllr McGeough left the meeting at this point (7.15pm)

Cllr Bach reported that Torridge District Council had receive a large number of applications to its hardship fund.

2601/588 To receive an update regarding Local Government Reorganisation

The various proposals had been submitted to central government. The Local Government Reorganisation calendar, as currently published indicates public consultations will follow in early 2026.

Local Government Reorganisation Calendar, as currently published:

28 November 2025	*Deadline to submit final proposals to Government.*
January – April 2026	*Government-led public consultations will be held to hear local views.*
May – August 2026	*The Minister will announce a final decision on which proposals will be taken forward.*
May 2027	*Shadow Elections will take place and Shadow Councils will work alongside the current councils during what will be known as the transition period.*
1 April 2028	*New unitary councils will come into being and current councils will be abolished.*

2601/589 To consider the action point update

The action points were received as below.

2508/283 Meeting with Northam Lions FC	Cllrs Bach, Edwards and Lo-Vel, with the Town Clerk, met with representatives of Northam Lions FC. A way forward was identified and a revised agreement will be drawn up. ONGOING
2512/520 Libraries Unlimited Consultation	Write to the relevant officer and cabinet member at Devon County Council requesting Northam Library be re-banded to a band C and to request the criteria used to place branches in the various bands. ONGOING
2512/525 Speedwatch	Advise the Police of the intention to recommence the SpeedWatch initiative in the Parish and of the volunteer coordinator. A total of four volunteers needed, the coordinator plus three. Adverts to be placed on the Council's website and social media now the Christmas and New Year break is over. ONGOING
2512/525 Speed surveys	Approach the County Council and private sector providers of traffic and speed surveys for quotations. Request for quotations sent. To be followed up as no response has yet been received. ONGOING
2512/526 Northam 'Leisure Centre'	Having received permission, surveyors' reports were shared with the Friends group. A meeting was held with representatives of the Friends group. Property owners advised that this Council did not intend to submit a bid. COMPLETE
2601/551 2026-27 budget	It was resolved to set the budget at £903,452 for 2026/27, this required a precept of £688,705 to be requested. Request sent to the council tax raising authority. COMPLETE
2601/551 Charges for Council facilities and services	Advise ongoing users of Council facilities and services of the increases, effective 1st April 2026. COMPLETE
2601/551 Pension arrangements for Council Staff	Prepare a report and consultation proposition for staff regarding the Local Government Pension Scheme. ONGOING

One member of the public left the meeting at this point (7.20pm)

2601/590 To receive the Clerk's report

On 31st December 2025 the Council's balances were:

Petty Cash	£103.25	no interest	
Hinkley & Rugby Building Society	£265,000	interest rate is 1.75%	holding account for general expenditure
Cambridge & Counties Bank (31-day)	£97,090.39	interest rate is 3.25%	Earmarked Reserves
Nationwide (Business 95-day saver)	£96,593.23	interest rate is 3.35%	General and Earmarked Reserves
Cambridge Building Society	£9,281.88	interest rate is 1.75%	Tennis Reserves
Coop Bank (current account)	£45,442.07	no interest	General expenditure

Total cash in hand (SCRIBE) £ 513,510.82

Tennis courts:
The gross volume of sales in December 2025 was £95.00. After fees, the Council has received £90.46. Since 1st April 2025, the Council has received £5,432.18 for tennis court memberships and bookings.

Petty Cash: A screen shot of the petty cash cashbook is presented, showing the items on which the Council has spent petty cash in the month. The financial regulations seek to maintain a balance of £100 in Petty Cash.

Petty Cash			2025-26	Northam TC Petty Cash									
Details				Income			Expenditure						Balance at start of FY
Date	Trans action	Description	Ref	Petty Cash Withdrawal	Carry forward	Total in	VAT	Events	Refresh ments	Maint enance	Office expenses	Total out	£ 13.45
01.12.25	92	Cash withdrawal	-	35.00		35.00						0.00	101.80
27.11.25	93	Tools	PC25-26.87			0.00	0.50			2.48		2.98	98.82
1.12.25	94	Refreshments	PC25-26.88			0.00			1.89			1.89	96.93
2.12.25	95	Refreshments	PC25-26.89			0.00			1.39			1.39	95.54
3.12.25	96	Refreshments	PC25-26.90			0.00	2.29			11.46		13.75	81.79
3.12.25	97	Refreshments	PC25-26.91			0.00			5.09			5.09	76.70
2.12.25	98	Carol service - Refreshments	PC25-26.92			0.00			15.12			15.12	61.58
4.12.25	99	Christmas LEB bulbs	PC25-26.93			0.00	1.33			6.67		8.00	53.58
4.12.25	100	Vehicle bulb	PC25-26.94			0.00	0.48			2.41		2.89	50.69
5.12.25	101	Refreshments	PC25-26.95			0.00			1.20			1.20	49.49
8.12.25	102	Batteries	PC25-26.96			0.00	1.25			6.25		7.50	41.99
16.12.25	103	Refreshments	PC25-26.97			0.00			1.45			1.45	40.54
17.12.25	104	Photography (Remembrance)	PC25-26.98			0.00		50.00				50.00	-9.46
18.12.25	105	Cash withdrawal	-	120.00		120.00						0.00	110.54
22.12.25	106	Refreshments	PC25-26.99			0.00			1.39			1.39	109.15
30.12.25	107	Picture frames	PC25-26.100			0.00					5.90	5.90	103.25

Receipts: Between 1st and 31st December 2025, the Council received 127 payments, totalling £9,146.51 (exVAT).

Payments: Between 1st and 31st December 2025, the council made 48 payments of £100 or more totalling £57,788.19 (exVAT), detailed below. The council made a total of 141 payments totalling £59,242.83 (exVAT), appended to these minutes.

2601/591 To receive the draft Northam Neighbourhood Plan Fact Check report
The report was received and the response would be considered at the Planning and Development Committee on the 5th February 2026. The Town Clerk & RFO reported that the only concern was the recommended change to the wording of Policy ED3 (the Appledore Maritime Employment Zone), removing 'Maritime' from the policy title and text.

2601/592 To consider renewing the Council's lease for 2 rooms at the Windmill Lane offices
It was **resolved** to establish a task-and-finish group to explore the options and report back to the February meeting of this Council, comprising Cllrs Bell, Hodson, Tait and Newman-McKie).
Proposed: Cllr Leather, Seconded: Cllr Hodson (majority in favour)

2601/593 To note and consider signing the 2026-27 contract for grass cutting with Devon County Council
It was **resolved** to continue to work with Devon County Council to maintain the highway verges across the Parish.
Proposed: Cllr Newman-McKie, Seconded: Cllr Bach (all in favour)
Action point: Sign and return the agreement.

2601/594 To note the central government consultation outcome: Strengthening the standards and conduct framework for local authorities in England

The outcome of the consultation was noted.

2601/595 To consider the revised quote to update the Mayor's chain (p10)

It was **resolved** to accept the revised quote of £3,000 to update the current chain, agreeing to use the general projects budget to make up the shortfall.
Proposed: Cllr Leather, Seconded: Hodson (all in favour)

There being no further business, the meeting close at 7:45pm

Signed _____ Dated _____

Councillor D McGeough: Councillor Report January 2026.
Good evening, Mayor and Councillors

The new budget for Devon has been postponed for another week, due to central government not providing us with their provisional Settlement 10 Each year local authorities' core funding allocations for the forthcoming financial year are announced by Government in the provisional local government finance settlement, usually in December. Following consultation, allocations are confirmed in the final settlement, usually in February. Adult Social Care Precept extended – a further 2% available in 2026/27 Changes to Business Rates were confirmed in the Autumn Budget and are set out on the next slide. Basic increase in Council Tax that will trigger a referendum 3% National Living Wage will increase from April 2026 creating a cost pressure of £14.3 million for the Authority. Business Rate.

Below is the Split which covers adult's children's social care and general fund education as a % of total service budget.

You can see from these figures that these services are a heavy strain on the finances of the council and so Important to those residents who rely heavily on the services, our vulnerable in our communities deserve all the help and resources that are available. Central government need to concentrate on funding Devon County Council in line with the wealthy Counties around the country! We are the poor relations who DEMAND better… I hope all the Devon MP's help challenge in Westminster for fairer funding of our County.

The reserves of DCC from 2025 are just over £140,000,000
Compared to Plymouth who are around £160K
Exeter is in high debt!

Northam Library and Appledore Library
I attended Torridge district council on Monday evening and was very pleased to see Cllr Peter Hames submitted a motion to help save Torridge libraries, so pleased he has grasped the importance of helping to future proof of libraries. His motion was supported by the independents, Green and Conservative party.

Devon County Council have gone to public consultation, where they are seeking public input to help deliver changes to our Library services.

Northam has the highest reduction in operational hours amongst the whole County, which in my opinion is completely wrong. Thank you to the friends of Northam Library for all their help in gaining public support to save our Libraries and the petition which will be sent to Devon County Council leader, Cllr Julian Brazil.

As the elected member for the Northam Division, I will continue challenging to keep our services open. I will continue to do so regardless of other political parties trying to add their input. (I have never had a problem challenging my own Conservative party).

My email to the leader of the council, Cllr Julain Brazil:
I am writing to provide a formal statement outlining key concerns—and relevant evidence—regarding the proposed reductions to library services across Devon, with particular focus on the significant impact these changes would have on both Northam Library and Appledore Library.

1. Libraries as essential public infrastructure Libraries are vital community assets that support education, digital inclusion, wellbeing, and community cohesion. Across Devon, libraries received more than 2.3–2.6 million visits in 2024–25 and hosted over 12,000 community events. They are not optional extras; they are critical components of equitable public service provision.

2. Essential support for digitally excluded and low-income residents Devon libraries currently serve over 113,000 registered users, with 28% under the age of 16—the largest demographic group. In rural areas, where broadband access and digital confidence can be uneven, libraries remain an irreplaceable source of free internet, device access, and digital support for children, jobseekers, older adults, and those on low incomes.

3. Impact on Northam Library
The proposal to reduce Northam Library's staffed hours from 21 to just 6 per week represents a 71% cut in staffed provision. This would have severe consequences for the community.
- Around 40% of Northam residents are over 65, many of whom rely on staff support for social interaction, literacy activities, and digital assistance.
- Numerous active groups based at Northam Library would become unviable under such limited staffed hours.
- Safeguarding concerns were raised publicly at the packed meeting in Northam Town Hall on Wednesday 7 January, emphasising the risks to vulnerable individuals using an unstaffed library environment.

4. Impact on Appledore Library
Appledore Library, which already operates with limited hours, also faces a substantial reduction. Current proposals indicate a reduction from approximately 10 staffed hours to around 6 hours per week, restricting opening primarily to two days.
Given Appledore's size, rural location, and the absence of alternative community spaces, this shift would disproportionately affect:
- families with young children who rely on early-years activities
- older residents who depend on staff for support and safety
- individuals unable to travel to Bideford or Northam for library services

Both Northam and Appledore play a central role in supporting their communities' social fabric, digital literacy, and wellbeing. Reductions on this scale would severely impair these functions.

5. Risks associated with heavy reliance on Open Access technology While Open Access can extend hours, it cannot replace trained staff. Evidence from other areas shows reduced usage among older people, disabled users, and those uncomfortable with automated entry. A library model dominated by Open Access risks inadvertently excluding the very people who rely most on public services, leading to a decline in use that can later be cited to justify further cuts.

6. Library cuts as a false economy
Short-term financial reductions can produce larger long-term costs across health, social care, and education. Library services provide early-intervention support, improve literacy, reduce loneliness, and offer safe community spaces—delivering high social return on investment and reducing pressure on statutory services.

7. Need for meaningful consultation and transparency Given the scale of the proposed changes, it is vital that Devon County Council undertakes full, transparent consultation and thoroughly evaluates equalities impacts. Community voices must be genuinely heard before irreversible decisions are made.

For all these reasons, I strongly urge the Council to reconsider the proposed reductions to both Northam and Appledore libraries and seek alternative approaches that preserve essential community services in these areas.

A special thank you to Northam Library action group for their immense efforts in fighting to save our libraries and gaining massing support in the petition, of which I have signed in person!

Dermot McGeough, Northam Division Devon County Council.

Councillor K O'Rourke: Councillor Report January 2026.

Dear Chair and members, thank you for allowing me the opportunity to offer this report.

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Residents Enquiries

St. Teresa's Close – Overgrown Brambles

Leading from my direct contact with a resident, with the assistance and findings made by NTC Town Clerk there has been permission granted by DCC, Cllr McGeoff that the cutting of brambles from a jointly owned area is allowed and NTC will be actioning the work. Thank you to both parties for your quick resolution, the residents are incredibly happy.

Irsha St – Residents Rates

Lead from an enquiry received by Cllr McGeoff, with the assistance and findings of TDC, Staci Dorey I can confirm that the residential status of the property is correct and the resident has been kept informed of the progress and findings. There is an outstanding matter of updating the online portal, but it is in hand at the date of this report (25/01/2026) and should be completely satisfied by the time o NTC full council meeting.

Appledore – Residents Question

Is there any way that we can combat dog fowling? It is becoming a real mess for residents and our village?

I responded to the resident suggesting there could be an option to encourage picking up their dog's poop. I suggested more clearer signage warning of fines, perhaps replicating signs we have seen in Westward Ho! – Start yoga today, bend, stretch, pick up the poop and take it away! Also possibly discover how to facilitate dog poop bag dispensing machines, which have a bin attached, have not yet investigated in full but have started the conversation.

To achieve the above would involve a cross section of services and permissions, considering who would purchase the dispenser and bin, who would empty it and who would finance the bags? Perhaps, some funding can be found and sponsorship could pay for it.

Examples

- Dog Bag Dispenser | Outdoor Pet Waste Management Solution
- Pexter Dog Poop Bag Dispenser, Outdoor or Indoor Pet Waste Bag Dispenser Station, Stick-On or Screw-On Wall Mount, Poop Bags Storage Outdoor Container, Includes 4 Doggie Bag Rolls | price-radar.co.uk
- Dog Waste Bag Dispenser "D6"

Vernons Lane – Residents Comments

Leading from historic ongoing conversations over parking before Christmas I delivered a polite flyer to residents in Vernons Lane and Vernons Place asking them to be considerate regarding parking or leaving their cars outside their properties for a few minutes. There should be no parking what's so ever with most residents not doing so, but unfortunately there's a couple of people who repeatedly ignore the restrictions. One resident explained that there was a cleaner completing a changeover at a property and her car blocked access. When the resident spoke to her, asking her to move the car he described being verbally abused with her saying "no, and if you don't move, I'm going to call the police"

to which the resident advised her to do so. I can only go off what I have been told, and I didn't witness the event. No one wants further restrictions, especially the residents, but I may look to escalate this in the future.

Below is the flyer that was posted through doors, signed by me and Cllr Hames.

Appledore Residents & Councillors Meetings
I want to thank all the councillors who attended the last meeting in October, for your time and dedication for our community, I also include my sincere thanks to NTC Town Clerk for his assistance and knowledge on the night. Are you ready to do it all again?

Building on the success of the previous 2 meetings I am anticipating a higher public attendance at the next meeting. With our libraries as a hot topic of debate, I am presuming the meetings conversations to be focused on this issue. As always there will be open discussions around what questions the public present to the panel who will take the questions and offer answers directly to the room. I have not facilitated the usual model of inviting pre-questions this time as it has been mentioned that there was not much time available to take questions from the floor, if this method doesn't work, I will return to the previous one.

I openly invite all councillors of our borough to attend, although only Appledore representatives, Town, District, County and The Mayor will be invited to sit on the panel. I welcome your response of attendance and will reserve seats for all of those who want to attend, please let me know in advance if you intend to join us on the night.

Email – councillor.orourke@torridge.gov.uk Telephone 07958468893
Appledore residents & Councillors Quarterly Meeting
Thursday 29th January at Appledore Community Hall
Doors Open 6:30pm - Meeting Commences 7pm
This is a non-political meeting.

Appledore and Northam Library – DCC Consultation
You may have heard the Libraries of Northam and Appledore are part of a Public Consultation.

In my view, libraries are far more than just places to borrow books—they serve as vibrant community hubs, offering invaluable resources and support for residents of all ages. The prospect of changes due to financial pressures is concerning, as it could impact the accessibility and breadth of services that so many rely on. I believe it's crucial for the community to actively engage with the consultation to help safeguard the future of these essential spaces and ensure their continued positive impact across Torridge.

From the online financial figures available and the word of the Charity it is already using their reserves, and this will not be sustainable.

- A few things to consider is that our Libraries are managed by a Charity, (LIBRARIES UNLIMITED SOUTH WEST - 1170092)
- They are a Ltd company (LIBRARIES UNLIMITED SOUTH WEST overview -Find and update company information - GOV.UK)

Central Government Funding is not enough to pay for the service in full. and now Devon County Council are assessing through extensive discussions the funding they provide into the Charity.

I will never agree with funding cuts and reductions of service, or staffing reductions in any way, however, if there's not enough money to go round then alternative methods of running the libraries need to be explored.

Cllr Hames and I are seeking ways of how to protect our libraries, we welcome your suggestions and input, also I want to thank the councillors who have already offered help and whom are individually being proactive.

We both visited our libraries and attended the public meeting held in support for Northam (although we were not officially invited) to gain a better understanding. I have spoken to the Chair of Libraries Unlimited along with the DCC Cabinet Member for Rural Affairs and Broadband who both believe that the consultation is paramount in shaping the future of our libraries. I reject the negative comments made on social media and state this is about our community and not a point scoring game, this consultation is intended to gain knowledge, opinions and data for the best possible outcome.

I want to learn from previous projects and community groups who have initiated change from the ground up. The internationally recognised Appledore Book Festival became what it is today because of both Northam and Appledore Libraries. They have been threatened before but saved by public action, a community movement in 2006 which resulted in the creation of the Charity, Appledore Book Festival. In this challenging time of cuts to the third sector happening all around us, please give your support to protecting our libraries. **Please have your say! Consultation ends 22nd February 2026**

You can access the consultation document online and complete the survey by visiting https://devon.cc/your-libraries. And if you don't have your own device to do this, public PCs in libraries can be used to complete the survey. Teams in libraries will be supporting the consultation as best they can, but as this is a DCC consultation, and if you have specific questions you'd like to ask, please get in touch with the Devon County Council Consultation Team at: communitiesconsultation@devon.gov.uk

Summary

- Devon County Council has started a formal consultation about the future of library services in Devon.
- Financial pressures and changing service usage have prompted the review, with charitable reserves no longer able to cover funding gaps.

- Libraries Unlimited has made significant achievements since 2016, but rising costs mean tough decisions are required.
- Libraries remain highly valued in Devon, with over 2.6 million visits in 2024/25.
- Residents are encouraged to participate in the consultation online or using public PCs in libraries.
- For specific queries, contact the Devon County Council Consultation Team directly via email.

Appledore Maritime Innovation Centre
"A research and development space for next generation sustainable maritime initiatives." (quoted from TDC website).

The Centre is working in partnership with key bodies such as Maritime UK SW, Ministry for Housing, Community and Local Growth (MHCLG), National Shipbuilding Office, and the Catapult networks. These partnerships, combined with links to exciting activity at the Plymouth and South Devon Freeport and regional neighbours Celtic Sea Power, ensure the Appledore Maritime Innovation Centre will be a key driver for job creation and net zero-driven growth, providing a clear focus for activity on the northern coast of Devon at the gateway to the Celtic Sea.

Beyond its industrial goals, the Centre aims to inspire local pride, nurturing aspiration across all age groups and to encourage the development of new skills and the ability to access higher-earning employment. Works have commenced on site with the completion of all works expected in 2026.

"I believe the new centre will enrich the whole borough by bringing people to live and work in our area on a full-time basis, there's a possibility that these people will be permanently adding to our local economy. I recently met a young family who have moved into Northam because they have found work at the Shipyard, if this is possible now, then once the Maritime Innovation Centre is open there will be opportunities for locals and newcomers, let's hope we can retain them, their skillsets and families."

One of the contractors, BAM has publicly stated in their November newsletter that during the project they will achieve over £2.5m in social local economic value and look forward to engaging with the local community. The build will generate 15 local job opportunities and 10 apprentice positions. Additionally, they will invest a minimum of 60 hours of volunteering into chosen community projects.

Q – If you have a community project that you feel could align with their desire to volunteer, please let me know and I will voice your request or you can email the project manager, Chris Scoins - cscoins@bam.com
Q – Could we ask BAM to offer funding for our libraries?

Operational Services Centre Alverdiscott Road
TDC's OSCAR centre in Bideford is a state-of-the-art, eco-friendly hub, replacing four outdated depots and leading the way in sustainable council operations. Entirely funded from council reserves, it features solar power, rainwater recycling, and futureproofed technology, dramatically improving efficiency and supporting both staff and the local environment. Its strategic location streamlines waste and recycling services for Torridge, laying the groundwork for continued growth and innovation.

- The new Operational Services Centre, Alverdiscott Road (OSCAR), replaces four outdated council depots and is considered the best of its kind in Devon.
- Costing £5 million and funded entirely from council reserves, OSCAR features solar panels, rainwater recycling for cleaning vehicles, and an attenuation pond to reduce flooding and support local wildlife education.
- The centre will be cost-neutral, supports 27 waste and recycling vehicles, and is futureproofed with electric vehicle charging points and infrastructure for electrifying the fleet.
- It provides modern facilities for staff, including workshops, training tech, offices, and meeting rooms, but does not process domestic waste on site.

- Its strategic location will improve operational efficiency in waste collection, with 50% of collections within a 10-mile radius and offers good access to major processing facilities.
- The transformation also frees up other sites, such as Middle dock in Appledore which will become a centre for sustainable maritime innovation benefitting our area.

Column1	Date	Net	VAT	Total	Description	Cost Centre	Cost Code	Minute Ref
1126	22.12.2025	£100.00	£0.00	£100.00	May Fair 2026	Community	May Fair Costs	2511/472
1030	04.12.2025	£104.00	£0.00	£104.00	May Fair 2026	Community	May Fair Costs	2511/472
1108	19.12.2025	£104.34	£20.87	£125.21	Franking Machine	Administration	Franking Machine & Costs	
1147	06.01.2026	£110.00	£0.00	£110.00	Equipment Protection	Administration	Office Equipment	
1015	02.12.2025	£111.49	£22.30	£133.79	Mower Repair	Council Machinery & Equipment	Machinery Maintenance	
1021	02.12.2025	£112.35	£22.47	£134.82	Payroll	Staff Costs	Payroll Processing Fees	
1023	02.12.2025	£117.90	£0.00	£117.90	Expenses	Administration	Expenses	
1127	22.12.2025	£125.00	£0.00	£125.00	May Fair 2026	Community	May Fair Costs	2511/472
1052	10.12.2025	£153.49	£7.67	£161.16	Electricity Account	Northam Hall	Electric	
1146	06.01.2026	£155.01	£31.00	£186.01	Photocopier lease	Administration	Photocopier Lease	
1072	15.12.2025	£169.78	£33.96	£203.74	Fuel	Council Machinery & Equipment	Fuel	
1033	04.12.2025	£179.59	£35.92	£215.51	Copier Charges	Administration	Photocopier Fees	
1058	10.12.2025	£190.00	£38.00	£228.00	Fire Alarm System	Northam Hall	Large Project Reserve	2507/170
1086	16.12.2025	£191.67	£38.33	£230.00	May Fair 2026	Community	May Fair Costs	
1121	22.12.2025	£200.00	£40.00	£240.00	The Link	Community	Newsletters & Communication	2505/053
1067	11.12.2025	£237.41	£47.48	£284.89	Christmas Decorations	Environment & Maintenance	Christmas Decorations	
1020	02.12.2025	£240.00	£48.00	£288.00	May Fair 2026	Community	May Fair Costs	2511/472
1077	15.12.2025	£240.00	£0.00	£240.00	May Fair 2026	Community	May Fair Costs	2511/472
1122	22.12.2025	£250.00	£0.00	£250.00	Notice Boards	Notice Boards	Town Hall	2512/493
1061	10.12.2025	£253.50	£0.00	£253.50	May Fair 2026	Community	May Fair Costs	2511/472
1019	02.12.2025	£260.00	£0.00	£260.00	May Fair 2026	Community	May Fair Costs	2511/472
1029	04.12.2025	£284.70	£56.94	£341.64	IT contract	ICT	Cloudy IT	
1054	10.12.2025	£299.39	£14.97	£314.36	Gas Account	Northam Hall	Gas	
1024	02.12.2025	£335.00	£67.00	£402.00	Mapping Software	ICT	Pear Mapping	
1073	15.12.2025	£380.75	£0.00	£380.75	Insurance	Parks & Recreation	Anchor Park	2512/507
1059	10.12.2025	£389.55	£77.91	£467.46	Net 2 Access Control System	Northam Hall	Large Project Reserve	2507/170
1018	02.12.2025	£400.00	£0.00	£400.00	Cleaning Northam Hall	Northam Hall	Cleaning	
1012	01.12.2025	£430.76	£0.00	£430.76	Room rental	Administration	Room Rental	
1013	02.12.2025	£455.00	£91.00	£546.00	Cleaning CPT	CPT	Cleaning	
1034	04.12.2025	£470.56	£0.00	£470.56	Pensions	Staff Costs	Salaries, HMRC and NEST	
1036	04.12.2025	£470.56	£0.00	£470.56	Pensions	Staff Costs	Salaries, HMRC and NEST	
1074	15.12.2025	£475.00	£95.00	£570.00	Computer and software	Planning & Development	NNP	
1032	04.12.2025	£515.00	£103.00	£618.00	May Fair 2026	Community	May Fair Costs	2511/472
1128	22.12.2025	£541.20	£0.00	£541.20	Insurance	ICT	IT Purchase, Repair & Maintenance	2512/505
1027	03.12.2025	£625.00	£125.00	£750.00	Training	Training	Training	
1031	04.12.2025	£643.30	£128.66	£771.96	May Fair 2026	Community	May Fair Costs	2511/472
1123	22.12.2025	£740.00	£148.00	£888.00	May Fair 2026	Community	May Fair Costs	2511/472
1016	02.12.2025	£840.00	£168.00	£1,008.00	Bin	Parks & Recreation	Churchfields Skatepark	2507/227
1076	15.12.2025	£1,250.00	£250.00	£1,500.00	Survey	General Project Budget	Projects	2509/342
1046	08.12.2025	£1,307.46	£0.00	£1,307.46	Insurance	Insurances	General	2405/027
1129	23.12.2025	£1,721.21	£0.00	£1,721.21	PWLB	PWLB	Westward Ho! Park Tranche 2	
1125	22.12.2025	£1,780.00	£356.00	£2,136.00	Anchor Park Orchard & Wildflower Area	Parks & Recreation	Anchor Park	2511/458
1035	04.12.2025	£1,881.02	£0.00	£1,881.02	Pensions	Staff Costs	Salaries, HMRC and NEST	
1037	04.12.2025	£2,161.64	£0.00	£2,161.64	Pensions	Staff Costs	Salaries, HMRC and NEST	
1087	17.12.2025	£4,136.56	£0.00	£4,136.56	PWLB	PWLB	PWLB - Northam Hall	
1075	15.12.2025	£5,500.00	£1,100.00	£6,600.00	Chamber Acoustics	Administration	Chamber - Acoustic Panelling	2508/251
1138	29.12.2025	£6,949.00	£0.00	£6,949.00	HMRC PAYE	Staff Costs	Salaries, HMRC and NEST	2508/252
1092	18.12.2025	£19,200.00	£0.00	£19,200.00	Salaries	Staff Costs	Salaries, HMRC and NEST	2512/507
48	**Totals**	**£ 57,788.19**	**£ 3,167.48**	**£ 60,955.67**				