

FINANCE & HUMAN RESOURCES COMMITTEE**13th May 2026 at 6.30pm in the Town Hall, Windmill Lane, Northam.**

Present: Cllrs Newman-McKie (Mayor), Edwards, Hames, Himan, Hodson (Chair), Leather, Tait and Whittaker.

In attendance: Ian Rawle (Parks and Buildings Manager) and Cllr Bach.

2605/026 To elect a Chair for the committee

Cllr Himan nominated Cllr Hodson as Chair of the Finance and HR Committee.

The nomination was seconded by Cllr Hames. The matter was put to a vote. All members were in favour.

Cllr Hodson was duly elected Chair of the Finance and HR Committee for 2026-27.

2605/027 To elect a Deputy Chair for the committee

Cllr Hodson nominated Cllr Himan as Deputy Chair of the Finance and HR Committee.

The nomination was seconded by Cllr Hames. The matter was put to a vote. All members were in favour.

Cllr Himan was duly elected Deputy Chair of the Finance and HR Committee for 2026-27.

2605/028 To receive and approve apologies for absence, in accordance with Local Government Act 1972 s85(1)

There were none.

2605/029 Chair's announcements

Cllr Hodson thanked Members for their support and for electing her as Chair of the Finance and HR Committee.

2605/030 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.

2605/031 To agree the agenda as published.

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

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

2605/032 To consider the minutes of the Finance meeting held on the 15th April 2026 as a true and correct record

It was **resolved** to accept the minutes as a true and correct record, which were signed by the Chair.

Proposed: Cllr Hodson, Seconded: Cllr Whittaker (majority in favour, two abstentions – one Member was not present at the meeting, and one Member had not received the papers in their agenda pack.)

2605/033 Public Participation

There were no members of the public present.

2605/034 To receive an update on Action Points

The action points were noted as presented below.

The Parks and Buildings Manager updated Members on Item 2, advising that costs had increased and that a training provider in Barnstaple was currently being explored. The qualification will be LANTRA-based.

The Chair also requested that Items 3 and 4 be referenced as relating to the Seagate Hotel.

Action points: Amend the Action Points table to clarify that Items 3 and 4 relate to the Seagate Hotel.

Chair's initials



Action	Update
1 Open two further bank accounts at the Cooperative Bank, one for the May Fair and one for the Mayor's Charitable Fundraising.	Free current accounts are no longer available for an organisation like this Council (changes in bank regulations, annual budget of council amongst other factors). Instant access deposit accounts are available. On the agenda. ONGOING
2 Arrange digger training for one member of staff	Arrangements to be made. The officers are exploring opportunities for combining with other similar bodies to improve access and hopefully reduce costs. ONGOING
3 Ref - Seagate Hotel: Advise the lease holder of the Council's decision to extend the end date by three months, in line with paragraph 21.5. Ask the lease holder what sort of events and how many would be held on the car park, should permission be granted.	The lease holder has been advised of the committee's deferral of decision and confirmation regarding the events has been sought. On the agenda. ONGOING
4 Ref - Seagate Hotel: Seek confirmation of the permission given for the existing constructions on the land (the patio and associated works, and the gig shed).	This council's files have been researched and, finding no record of permission, the transferee has been contacted. A response is awaited. On the agenda. ONGOING
5 Vehicle tracking	The matter will be on a future agenda. ONGOING
6 Prepare an outline of the process by which the Council issues Northam Burrows Manor Passes on behalf of the Northam Burrows Charity.	The work is ongoing. ONGOING
7 Advise the Twinning Committee of the Council's representatives for the trip to Mondeville in May.	Due to unforeseen circumstances (bereavement and injury), the Council's representatives have been unable to attend this event. COMPLETE

2605/035 To consider the Clerk's report and approve, by resolution, the payments as listed

On 30th April 2026 the Council's balances were:

Petty Cash	£50.81	no interest	
Hinkley & Rugby Building Society	£966,284	interest rate is 1.75%	Holding account for general expenditure and £50,000 of the General Reserve
Cambridge & Counties Bank (31-day)	£98,056.27	interest rate is 3.25%	General Reserves
Nationwide (Business 95-day saver)	£97,622.26	interest rate is 3.35%	Earmarked Reserves (as per agreed budget: parks, defibrillators, LCWIP, war memorial cleaning, skate park and pavilion renovation reserve)
Cambridge Building Society	£9,281.88	interest rate is 1.75%	Tennis Reserves
Coop Bank (current account)	£349,933.47	no interest	General expenditure

Total cash in hand (SCRIBE) £651.228.69

Chair's initials

The bank reconciliation was signed by the Chair.

Recommendation: That the Council move £250,000 to its Hinkley and Rugby Building Society interest bearing account.

It was **resolved** that £250,000 be transferred to the Council’s Hinkley and Rugby Building Society interest-bearing account.

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

Petty Cash				2025-26		Northam TC Petty Cash								
Details				Income			Expenditure						Balance at start of FY	
Date	Trans action	Description	Ref	Petty Cash Withdrawal	tbc	Total in	VAT	Events	Refresh ments	Maint enance	Office expenses	Total out	£	73.76
9.4.26	1	Keys - Northam Hall storage	PC26-27.1			0.00	3.00			15.00		18.00		55.76
10.4.26	2	Refreshments	PC26-27.2			0.00			1.95			1.95		53.81
20.4.26	3	Refreshments	PC26-27.3			0.00			1.50			1.50		52.31
29.4.26	4	Refreshments	PC26-27.4			0.00			1.50			1.50		50.81

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.

£50 was withdrawn and added to Petty Cash in early May 2026.

Tennis courts:

The gross volume of sales in April 2026 was £700. After fees, the Council has received £667.19. Fifteen of the receipts were for annual passes, which provide holders with free tennis court bookings for the calendar year after purchase.

Since 1st April 202, the Council has received £667.19 for tennis court memberships and bookings.

It was **resolved** that the payments be **approved** as listed.

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

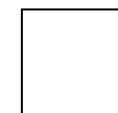
Chair’s initials

Payments:

Between 1st and 30th April 2026, the council made 93 payments, totalling £38,849.96 (ex VAT) (p8-11)), including 29 of £100 or more totalling £37,664.03 (exVAT),

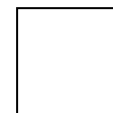
Voucher	Date	Net	VAT	Gross	Description	Cost Centre	Cost Code	Minute Ref
2	01.04.2026	£448.76	£0.00	£448.76	Room rental	Administration	Room Rental	
7	07.04.2026	£314.00	£62.80	£376.80	IT contract	ICT	Cloudy IT	
8	07.04.2026	£455.00	£91.00	£546.00	Cleaning CPT	CPT	Cleaning	
10	07.04.2026	£130.00	£26.00	£156.00	Alarm maintenance	Northam Hall	Alarm & CCTV	
11	07.04.2026	£533.00	£106.60	£639.60	Vehicle Service	Council Machinery & Equipment	Truck Maintenance	
15	07.04.2026	£355.00	£0.00	£355.00	May Fair 2026	Community	May Fair Costs	
16	07.04.2026	£733.33	£146.67	£880.00	May Fair 2026	Community	May Fair Costs	
17	07.04.2026	£155.01	£31.00	£186.01	Photocopier lease	Administration	Photocopier Lease	
21	09.04.2026	£1,089.56	£217.91	£1,307.47	Insurance	Insurances	General	
24	09.04.2026	£279.93	£55.99	£335.92	Highway Signage	Council Machinery & Equipment	Highway Signage & Barriers	
27	10.04.2026	£303.12	£15.16	£318.28	Gas Account	Northam Hall	Gas	
29	10.04.2026	£335.00	£67.00	£402.00	Civic.ly Subscription	ICT	Civic.ly Asset Management Software	
30	10.04.2026	£500.00	£100.00	£600.00	MVSIDs	Environment & Maintenance	MVSIDs	
35	14.04.2026	£193.54	£38.71	£232.25	Fuel	Council Machinery & Equipment	Fuel - WF18 PTX	
35	14.04.2026	£161.77	£32.35	£194.12	Fuel	Council Machinery & Equipment	Fuel - Mowers	
36	15.04.2026	£106.63	£21.33	£127.96	Tables	Northam Hall	Maintenance	
46	20.04.2026	£124.66	£6.23	£130.89	Electricity Account	Northam Hall	Electric	
47	20.04.2026	£19,200.00	£0.00	£19,200.00	Salaries	Staff Costs	Salaries, HMRC and NEST	2604/761
51	22.04.2026	£171.00	£0.00	£171.00	Garden Waste Collection	Environment & Maintenance	Litter/Recycling & Dog Waste Bins	
55	23.04.2026	£7,242.08	£0.00	£7,242.08	HMRC PAYE	Staff Costs	Salaries, HMRC and NEST	2508/252
76	28.04.2026	£112.35	£22.47	£134.82	Payroll	Staff Costs	Payroll Processing Fees	
77	28.04.2026	£156.32	£31.26	£187.58	Stationery	Administration	Stationery	
78	28.04.2026	£178.50	£35.70	£214.20	Payroll	Staff Costs	Payroll Processing Fees	
79	28.04.2026	£192.20	£38.44	£230.64	Refreshments	Community	May Fair Costs	
80	28.04.2026	£200.00	£40.00	£240.00	The Link	Community	Newsletters & Communication	
81	28.04.2026	£400.00	£0.00	£400.00	Cleaning Northam Hall	Northam Hall	Cleaning	
82	28.04.2026	£515.00	£103.00	£618.00	May Fair 2026	Community	May Fair Costs	
83	28.04.2026	£3,078.27	£615.66	£3,693.93	Mayor's Chains	Members	Upgrade to Mayoral Chain	
29	Totals	£37,664.03	£1,905.28	£39,569.31				

Chair's initials



Voucher	Date	Net	VAT	Gross	Description	Cost Centre	Cost Code	Minute Ref
1	01.04.2026	£13.60	£0.00	£13.60	Stripe fees	Tennis Courts	Stripe Fees	
2	01.04.2026	£448.76	£0.00	£448.76	Room rental	Administration	Room Rental	
3	01.04.2026	£5.83	£1.17	£7.00	Refreshments	Members	Civic & General Expenses	
4	01.04.2026	£33.33	£6.67	£40.00	Flowers	Members	Civic & General Expenses	
5	01.04.2026	£0.70	£0.00	£0.70	Square fees	Northam Hall	Square Fees for hall hire	
6	02.04.2026	£0.42	£0.00	£0.42	Square fees	Northam Hall	Square Fees for hall hire	
7	07.04.2026	£314.00	£62.80	£376.80	IT contract	ICT	Cloudy IT	
8	07.04.2026	£455.00	£91.00	£546.00	Cleaning CPT	CPT	Cleaning	
9	07.04.2026	£28.17	£5.63	£33.80	Contra Roberts Cleaning	Administration	Town Hall - Cleaning	
10	07.04.2026	£130.00	£26.00	£156.00	Alarm maintenance	Northam Hall	Alarm & CCTV	
11	07.04.2026	£533.00	£106.60	£639.60	Vehicle Service	Council Machinery & Equipment	Truck Maintenance	
12	07.04.2026	£72.00	£14.40	£86.40	Plants	Parks & Recreation	Lords Meadow	
13	07.04.2026	£79.76	£15.95	£95.71	Paint	Parks & Recreation	Westward Ho! Park	
14	07.04.2026	£8.47	£1.69	£10.16	Watering Equipment	Pavilion & CPT	Maintenance	
15	07.04.2026	£355.00	£0.00	£355.00	May Fair 2026	Community	May Fair Costs	
16	07.04.2026	£733.33	£146.67	£880.00	May Fair 2026	Community	May Fair Costs	
17	07.04.2026	£155.01	£31.00	£186.01	Photocopier lease	Administration	Photocopier Lease	
18	07.04.2026	£4.17	£0.83	£5.00	Mobile Phone - TT	ICT	Mobile Phones	
19	07.04.2026	£51.33	£10.27	£61.60	Telephone system	ICT	Phones	
20	09.04.2026	£84.40	£4.22	£88.62	Electricity - Pavilion	Pavilion & CPT	Electric	
21	09.04.2026	£1,089.56	£217.91	£1,307.47	Insurance	Insurances	General	
22	09.04.2026	£5.00	£1.00	£6.00	Mobile Phone - IR	ICT	Mobile Phones	
23	09.04.2026	£8.75	£1.75	£10.50	Radar Key	CPT	Lock	
24	09.04.2026	£279.93	£55.99	£335.92	Highway Signage	Council Machinery & Equipment	Highway Signage & Barriers	
25	09.04.2026	£1.35	£0.00	£1.35	Square fees	Northam Hall	Square Fees for hall hire	
26	09.04.2026	£1.38	£0.00	£1.38	Square fees	Administration	Boat Park Square Fees	
27	10.04.2026	£303.12	£15.16	£318.28	Gas Account	Northam Hall	Gas	
28	10.04.2026	£23.32	£4.67	£27.99	Tools	Council Machinery & Equipment	Tools & Equipment	
29	10.04.2026	£335.00	£67.00	£402.00	Civic.ly Subscription	ICT	Civic.ly Asset Management Software	
30	10.04.2026	£500.00	£100.00	£600.00	MVSIDs	Environment & Maintenance	MVSIDs	
31	10.04.2026	£1.69	£0.00	£1.69	Square fees	Northam Hall	Square Fees for hall hire	

Chair's initials



32	10.04.2026	£1.52	£0.00	£1.52	Square fees	Northam Hall	Square Fees for hall hire	Page 016
33	13.04.2026	£7.07	£1.42	£8.49	Council Machinery & Equipment	Council Machinery & Equipment	Tools & Equipment	
34	14.04.2026	£19.59	£3.92	£23.51	Repairs	Northam Hall	Maintenance	
35	14.04.2026	£193.54	£38.71	£232.25	Fuel	Council Machinery & Equipment	Fuel - WF18 PTX	
35	14.04.2026	£161.77	£32.35	£194.12	Fuel	Council Machinery & Equipment	Fuel - Mowers	
36	15.04.2026	£106.63	£21.33	£127.96	Tables	Northam Hall	Maintenance	
37	15.04.2026	£61.00	£0.00	£61.00	Water bill	Pavilion & CPT	Water	
38	15.04.2026	£86.50	£0.00	£86.50	Water bill	Northam Hall	Water	
39	15.04.2026	£0.60	£0.00	£0.60	Square fees	Community	Square Fees for May Fair Stalls	
40	16.04.2026	£2.91	£0.58	£3.49	Tape	Administration	Stationery	
41	16.04.2026	£69.55	£13.91	£83.46	Printer inks	Administration	Stationery	
42	16.04.2026	£76.48	£15.30	£91.78	Printer inks	Administration	Stationery	
42	16.04.2026	£3.30	£0.66	£3.96	Printer inks	Council Machinery & Equipment	Tools & Equipment	
43	16.04.2026	£1.35	£0.00	£1.35	Square fees	Northam Hall	Square Fees for hall hire	
44	16.04.2026	£0.60	£0.00	£0.60	Square fees	Community	Square Fees for May Fair Stalls	
45	20.04.2026	£4.17	£0.83	£5.00	Mobile Phone - GL	ICT	Mobile Phones	
46	20.04.2026	£124.66	£6.23	£130.89	Electricity Account	Northam Hall	Electric	
46	20.04.2026	-£17.43	£0.00	-£17.43	Electricity Account	Northam Hall	Electric	
47	20.04.2026	£19,200.00	£0.00	£19,200.00	Salaries	Staff Costs	Salaries, HMRC and NEST	2604/761
48	20.04.2026	£1.35	£0.00	£1.35	Square fees	Northam Hall	Square Fees for hall hire	
49	20.04.2026	£1.01	£0.00	£1.01	Square fees	Northam Hall	Square Fees for hall hire	
50	22.04.2026	£4.82	£0.96	£5.78	Supplies	Council Machinery & Equipment	Tools & Equipment	
51	22.04.2026	£171.00	£0.00	£171.00	Garden Waste Collection	Environment & Maintenance	Litter/Recycling & Dog Waste Bins	
52	22.04.2026	£0.30	£0.00	£0.30	Square fees	Community	Square Fees for May Fair Stalls	
53	22.04.2026	£0.42	£0.00	£0.42	Square fees	Community	Square Fees for May Fair Stalls	
54	23.04.2026	£4.17	£0.83	£5.00	Mobile Phone - TA	ICT	Mobile Phones	
55	23.04.2026	£7,242.08	£0.00	£7,242.08	HMRC PAYE	Staff Costs	Salaries, HMRC and NEST	2508/252
56	23.04.2026	£41.95	£8.39	£50.34	Internet	ICT	Internet (Offices)	
57	23.04.2026	£0.60	£0.00	£0.60	Square fees	Community	Square Fees for May Fair Stalls	
58	23.04.2026	£0.42	£0.00	£0.42	Square fees	Community	Square Fees for May Fair Stalls	
59	24.04.2026	£4.17	£0.83	£5.00	Mobile Phone - RG	ICT	Mobile Phones	
60	24.04.2026	£6.25	£1.25	£7.50	Mobile Phone	ICT	Mobile Phones	
61	27.04.2026	£4.17	£0.83	£5.00	Mobile Phone - JL	ICT	Mobile Phones	

Chair's initials



62	27.04.2026	£15.82	£3.17	£18.99	Equipment	Council Machinery & Equipment	Tools & Equipment
63	27.04.2026	£21.30	£4.26	£25.56	Equipment	Council Machinery & Equipment	Tools & Equipment
64	27.04.2026	-£178.42	-£35.68	-£214.10	Highway Signage	Council Machinery & Equipment	Highway Signage & Barriers
65	28.04.2026	£4.17	£0.83	£5.00	Mobile Phone - CW	ICT	Mobile Phones
66	28.04.2026	£7.42	£1.49	£8.91	Equipment	Parks & Recreation	Westward Ho! Park
67	28.04.2026	£23.98	£4.80	£28.78	Paint	Parks & Recreation	Westward Ho! Park
68	28.04.2026	£25.00	£5.00	£30.00	Signs	Environment & Maintenance	Westward Ho! Finger Post
69	28.04.2026	£26.60	£5.32	£31.92	PPE & Workwear	Council Machinery & Equipment	PPE & Workwear
70	28.04.2026	£30.07	£6.02	£36.09	Paint	Parks & Recreation	Westward Ho! Park
71	28.04.2026	£50.00	£0.00	£50.00	Donation	Members	Civic & General Expenses
72	28.04.2026	£45.83	£9.17	£55.00	Trailer	Council Machinery & Equipment	Truck Maintenance
73	28.04.2026	£47.96	£9.59	£57.55	Paint	Parks & Recreation	Westward Ho! Park
74	28.04.2026	£55.03	£11.01	£66.04	Paint	Parks & Recreation	Westward Ho! Park
75	28.04.2026	£70.00	£14.00	£84.00	Training	Training	Training
76	28.04.2026	£112.35	£22.47	£134.82	Payroll	Staff Costs	Payroll Processing Fees
77	28.04.2026	£156.32	£31.26	£187.58	Stationery	Administration	Stationery
78	28.04.2026	£178.50	£35.70	£214.20	Payroll	Staff Costs	Payroll Processing Fees
79	28.04.2026	£192.20	£38.44	£230.64	Refreshments	Community	May Fair Costs
80	28.04.2026	£200.00	£40.00	£240.00	The Link	Community	Newsletters & Communication
81	28.04.2026	£400.00	£0.00	£400.00	Cleaning Northam Hall	Northam Hall	Cleaning
82	28.04.2026	£515.00	£103.00	£618.00	May Fair 2026	Community	May Fair Costs
83	28.04.2026	£3,078.27	£615.66	£3,693.93	Mayor's Chains	Members	Upgrade to Mayoral Chain
84	28.04.2026	£55.51	£11.10	£66.61	Strimmer Repair	Council Machinery & Equipment	Machinery Maintenance
85	28.04.2026	£13.36	£2.67	£16.03	Mower	Council Machinery & Equipment	Machinery Maintenance
86	28.04.2026	£22.50	£4.50	£27.00	Alarm maintenance	Northam Hall	Maintenance
87	29.04.2026	£0.88	£0.00	£0.88	Square fees	Northam Hall	Square Fees for hall hire
88	09.04.2026	£15.00	£3.00	£18.00	Keys	Northam Hall	Maintenance
89	10.04.2026	£1.95	£0.00	£1.95	Refreshments	Administration	Refreshments
90	20.04.2026	£1.50	£0.00	£1.50	Refreshments	Administration	Refreshments
91	29.04.2026	£1.50	£0.00	£1.50	Refreshments	Administration	Refreshments
92	30.04.2026	£0.17	£0.00	£0.17	Square fees	Northam Hall	Square Fees for hall hire
93	30.04.2026	£18.29	£3.66	£21.95	May Fair 2026	Community	May Fair Costs
93	Totals	£38,849.96	£2,087.15	£40,937.11			

Chair's initials



Receipts: Between 1st and 30th April 2026, the Council received 157 payments (some grouped, regular hall hire bookings), totalling £338,568.21 (ex VAT), including the first instalment of the precept, £334,352. These are presented on pages 11-17).

Voucher	Date	Net	VAT	Gross	Description	Cost Centre	Cost Code
1	01.04.2026	£230.00	£0.00	£230.00	Tennis Receipts	Tennis Courts	Tennis Income
2	01.04.2026	£10.00	£0.00	£10.00	Hall Hire	Northam Hall	Hall Hire
	01.04.2026	£10.00	£0.00	£10.00	Hall Hire	Northam Hall	Hall Hire
	01.04.2026	£10.00	£0.00	£10.00	Hall Hire	Northam Hall	Hall Hire
	01.04.2026	£10.00	£0.00	£10.00	Hall Hire	Northam Hall	Hall Hire
3	02.04.2026	£16.87	£0.00	£16.87	Hall Hire	Northam Hall	Hall Hire
4	07.04.2026	£158.33	£31.67	£190.00	Boat park permit	Administration	Boat Park
5	08.04.2026	£10.00	£0.00	£10.00	Hall Hire	Northam Hall	Hall Hire
	08.04.2026	£10.00	£0.00	£10.00	Hall Hire	Northam Hall	Hall Hire
	08.04.2026	£10.00	£0.00	£10.00	Hall Hire	Northam Hall	Hall Hire
	08.04.2026	£10.00	£0.00	£10.00	Hall Hire	Northam Hall	Hall Hire
	08.04.2026	£10.00	£0.00	£10.00	Hall Hire	Northam Hall	Hall Hire
	08.04.2026	£10.00	£0.00	£10.00	Hall Hire	Northam Hall	Hall Hire
	08.04.2026	£10.00	£0.00	£10.00	Hall Hire	Northam Hall	Hall Hire
	08.04.2026	£10.00	£0.00	£10.00	Hall Hire	Northam Hall	Hall Hire
	08.04.2026	£10.00	£0.00	£10.00	Hall Hire	Northam Hall	Hall Hire
	08.04.2026	£10.00	£0.00	£10.00	Hall Hire	Northam Hall	Hall Hire
6	08.04.2026	£47.50	£0.00	£47.50	Hall Hire	Northam Hall	Hall Hire
	08.04.2026	£18.75	£0.00	£18.75	Hall Hire	Northam Hall	Hall Hire
	08.04.2026	£47.50	£0.00	£47.50	Hall Hire	Northam Hall	Hall Hire
	08.04.2026	£6.25	£0.00	£6.25	Hall Hire	Northam Hall	Hall Hire
	08.04.2026	£4.17	£0.83	£5.00	Hall Hire	Northam Hall	Hall Set Up Fee
7	08.04.2026	£12.50	£0.00	£12.50	Hall Hire	Northam Hall	Hall Hire
	08.04.2026	£12.50	£0.00	£12.50	Hall Hire	Northam Hall	Hall Hire
	08.04.2026	£12.50	£0.00	£12.50	Hall Hire	Northam Hall	Hall Hire
	08.04.2026	£12.50	£0.00	£12.50	Hall Hire	Northam Hall	Hall Hire
	08.04.2026	£12.50	£0.00	£12.50	Hall Hire	Northam Hall	Hall Hire
	08.04.2026	£12.50	£0.00	£12.50	Hall Hire	Northam Hall	Hall Hire
	08.04.2026	£12.50	£0.00	£12.50	Hall Hire	Northam Hall	Hall Hire

Chair's initials



	08.04.2026	£12.50	£0.00	£12.50	Hall Hire	Northam Hall	Hall Hire
	08.04.2026	£12.50	£0.00	£12.50	Hall Hire	Northam Hall	Hall Hire
	08.04.2026	£25.00	£0.00	£25.00	Hall Hire	Northam Hall	Hall Hire
	08.04.2026	£12.50	£0.00	£12.50	Hall Hire	Northam Hall	Hall Hire
	08.04.2026	£12.50	£0.00	£12.50	Hall Hire	Northam Hall	Hall Hire
	08.04.2026	£12.50	£0.00	£12.50	Hall Hire	Northam Hall	Hall Hire
8	09.04.2026	£20.00	£0.00	£20.00	Hall Hire	Northam Hall	Hall Hire
	09.04.2026	£20.00	£0.00	£20.00	Hall Hire	Northam Hall	Hall Hire
	09.04.2026	£20.00	£0.00	£20.00	Hall Hire	Northam Hall	Hall Hire
	09.04.2026	£20.00	£0.00	£20.00	Hall Hire	Northam Hall	Hall Hire
	09.04.2026	£20.00	£0.00	£20.00	Hall Hire	Northam Hall	Hall Hire
9	09.04.2026	£15.00	£0.00	£15.00	Hall Hire	Northam Hall	Hall Hire
	09.04.2026	£15.00	£0.00	£15.00	Hall Hire	Northam Hall	Hall Hire
	09.04.2026	£15.00	£0.00	£15.00	Hall Hire	Northam Hall	Hall Hire
	09.04.2026	£15.00	£0.00	£15.00	Hall Hire	Northam Hall	Hall Hire
10	09.04.2026	£20.00	£0.00	£20.00	Hall Hire	Northam Hall	Hall Hire
	09.04.2026	£20.00	£0.00	£20.00	Hall Hire	Northam Hall	Hall Hire
	09.04.2026	£20.00	£0.00	£20.00	Hall Hire	Northam Hall	Hall Hire
	09.04.2026	£20.00	£0.00	£20.00	Hall Hire	Northam Hall	Hall Hire
11	09.04.2026	£54.00	£0.00	£54.00	Hall Hire	Northam Hall	Hall Hire
12	09.04.2026	£45.83	£9.17	£55.00	Boat park permit	Administration	Boat Park
13	09.04.2026	£262.50	£52.50	£315.00	Rent for Car Park	Administration	Seagate Car Park Rent (Young & Co's Brewery Plc)
14	10.04.2026	£43.75	£0.00	£43.75	Hall Hire	Northam Hall	Hall Hire
15	10.04.2026	£25.00	£0.00	£25.00	Hall Hire	Northam Hall	Hall Hire
	10.04.2026	£25.00	£0.00	£25.00	Hall Hire	Northam Hall	Hall Hire
16	10.04.2026	£37.50	£0.00	£37.50	Hall Hire	Northam Hall	Hall Hire
	10.04.2026	£25.00	£0.00	£25.00	Hall Hire	Northam Hall	Hall Hire
	10.04.2026	£37.50	£0.00	£37.50	Hall Hire	Northam Hall	Hall Hire
17	10.04.2026	£67.50	£0.00	£67.50	Hall Hire	Northam Hall	Hall Hire
18	10.04.2026	£60.75	£0.00	£60.75	Hall Hire	Northam Hall	Hall Hire
	10.04.2026	£6.75	£0.00	£6.75	Hall Hire	Northam Hall	Hall Hire
19	13.04.2026	£12.00	£0.00	£12.00	May Fair 2026	Community	May Fair Stalls
20	13.04.2026	£12.00	£0.00	£12.00	May Fair 2026	Community	May Fair Stalls

Chair's initials



21	13.04.2026	£12.00	£0.00	£12.00	May Fair 2026	Community	May Fair Stalls
22	13.04.2026	£12.00	£0.00	£12.00	May Fair 2026	Community	May Fair Stalls
23	13.04.2026	£12.00	£0.00	£12.00	May Fair 2026	Community	May Fair Stalls
24	13.04.2026	£24.00	£0.00	£24.00	May Fair 2026	Community	May Fair Stalls
25	13.04.2026	£24.00	£0.00	£24.00	May Fair 2026	Community	May Fair Stalls
26	13.04.2026	£10.00	£0.00	£10.00	Hall Hire	Northam Hall	Hall Hire
	13.04.2026	£10.00	£0.00	£10.00	Hall Hire	Northam Hall	Hall Hire
	13.04.2026	£10.00	£0.00	£10.00	Hall Hire	Northam Hall	Hall Hire
	13.04.2026	£10.00	£0.00	£10.00	Hall Hire	Northam Hall	Hall Hire
27	14.04.2026	£12.00	£0.00	£12.00	May Fair 2026	Community	May Fair Stalls
28	14.04.2026	£12.00	£0.00	£12.00	May Fair 2026	Community	May Fair Stalls
29	14.04.2026	£12.00	£0.00	£12.00	May Fair 2026	Community	May Fair Stalls
30	14.04.2026	£12.00	£0.00	£12.00	May Fair 2026	Community	May Fair Stalls
31	14.04.2026	£24.00	£0.00	£24.00	May Fair 2026	Community	May Fair Stalls
32	14.04.2026	£24.00	£0.00	£24.00	May Fair 2026	Community	May Fair Stalls
33	14.04.2026	£24.00	£0.00	£24.00	May Fair 2026	Community	May Fair Stalls
34	14.04.2026	£12.00	£0.00	£12.00	May Fair 2026	Community	May Fair Stalls
	14.04.2026	£24.00	£0.00	£24.00	May Fair 2026	Community	May Fair Stalls
35	14.04.2026	£200.00	£0.00	£200.00	Hall Hire	Northam Hall	Hall Hire
36	14.04.2026	£28.13	£0.00	£28.13	Hall Hire	Northam Hall	Hall Hire
	14.04.2026	£28.13	£0.00	£28.13	Hall Hire	Northam Hall	Hall Hire
	14.04.2026	£28.13	£0.00	£28.13	Hall Hire	Northam Hall	Hall Hire
	14.04.2026	£28.13	£0.00	£28.13	Hall Hire	Northam Hall	Hall Hire
37	15.04.2026	£12.00	£0.00	£12.00	May Fair 2026	Community	May Fair Stalls
38	16.04.2026	£24.00	£0.00	£24.00	May Fair 2026	Community	May Fair Stalls
39	15.04.2026	£24.00	£0.00	£24.00	May Fair 2026	Community	May Fair Stalls
40	15.04.2026	£24.00	£0.00	£24.00	May Fair 2026	Community	May Fair Stalls
41	15.04.2026	£15.00	£0.00	£15.00	Hall Hire	Northam Hall	Hall Hire
	15.04.2026	£15.00	£0.00	£15.00	Hall Hire	Northam Hall	Hall Hire
	15.04.2026	£15.00	£0.00	£15.00	Hall Hire	Northam Hall	Hall Hire
	15.04.2026	£15.00	£0.00	£15.00	Hall Hire	Northam Hall	Hall Hire
	15.04.2026	£15.00	£0.00	£15.00	Hall Hire	Northam Hall	Hall Hire
42	16.04.2026	£12.00	£0.00	£12.00	May Fair 2026	Community	May Fair Stalls

Chair's initials



43	16.04.2026	£90.00	£0.00	£90.00	May Fair 2026	Community	May Fair Stalls
44	16.04.2026	£24.00	£0.00	£24.00	May Fair 2026	Community	May Fair Stalls
45	16.04.2026	£24.00	£0.00	£24.00	May Fair 2026	Community	May Fair Stalls
46	16.04.2026	£25.00	£0.00	£25.00	Hall Hire	Northam Hall	Hall Hire
47	16.04.2026	£54.00	£0.00	£54.00	Hall Hire	Northam Hall	Hall Hire
48	17.04.2026	£12.00	£0.00	£12.00	May Fair 2026	Community	May Fair Stalls
49	17.04.2026	£12.00	£0.00	£12.00	May Fair 2026	Community	May Fair Stalls
50	17.04.2026	£12.00	£0.00	£12.00	May Fair 2026	Community	May Fair Stalls
51	20.04.2026	£12.00	£0.00	£12.00	May Fair 2026	Community	May Fair Stalls
52	20.04.2026	£12.00	£0.00	£12.00	May Fair 2026	Community	May Fair Stalls
53	20.04.2026	£12.00	£0.00	£12.00	May Fair 2026	Community	May Fair Stalls
54	20.04.2026	£12.00	£0.00	£12.00	May Fair 2026	Community	May Fair Stalls
55	20.04.2026	£24.00	£0.00	£24.00	May Fair 2026	Community	May Fair Stalls
56	20.04.2026	£50.00	£0.00	£50.00	May Fair 2026	Community	May Fair Stalls
57	20.04.2026	£54.00	£0.00	£54.00	Hall Hire	Northam Hall	Hall Hire
58	20.04.2026	£13.50	£0.00	£13.50	Hall Hire	Northam Hall	Hall Hire
	20.04.2026	£13.50	£0.00	£13.50	Hall Hire	Northam Hall	Hall Hire
	20.04.2026	£13.50	£0.00	£13.50	Hall Hire	Northam Hall	Hall Hire
59	20.04.2026	£12.50	£0.00	£12.50	Hall Hire	Northam Hall	Hall Hire
	20.04.2026	£12.50	£0.00	£12.50	Hall Hire	Northam Hall	Hall Hire
	20.04.2026	£12.50	£0.00	£12.50	Hall Hire	Northam Hall	Hall Hire
	20.04.2026	£12.50	£0.00	£12.50	Hall Hire	Northam Hall	Hall Hire
	20.04.2026	£12.50	£0.00	£12.50	Hall Hire	Northam Hall	Hall Hire
	20.04.2026	£12.50	£0.00	£12.50	Hall Hire	Northam Hall	Hall Hire
	20.04.2026	£12.50	£0.00	£12.50	Hall Hire	Northam Hall	Hall Hire
	20.04.2026	£12.50	£0.00	£12.50	Hall Hire	Northam Hall	Hall Hire
	20.04.2026	£12.50	£0.00	£12.50	Hall Hire	Northam Hall	Hall Hire
	20.04.2026	£12.50	£0.00	£12.50	Hall Hire	Northam Hall	Hall Hire
	20.04.2026	£12.50	£0.00	£12.50	Hall Hire	Northam Hall	Hall Hire
	20.04.2026	£12.50	£0.00	£12.50	Hall Hire	Northam Hall	Hall Hire
60	21.04.2026	£24.00	£0.00	£24.00	May Fair 2026	Community	May Fair Stalls
61	21.04.2026	£50.00	£0.00	£50.00	May Fair 2026	Community	May Fair Stalls

Chair's initials



62	22.04.2026	£12.00	£0.00	£12.00	May Fair 2026	Community	May Fair Stalls
63	22.04.2026	£12.00	£0.00	£12.00	May Fair 2026	Community	May Fair Stalls
64	22.04.2026	£24.00	£0.00	£24.00	May Fair 2026	Community	May Fair Stalls
65	22.04.2026	£50.00	£0.00	£50.00	May Fair 2026	Community	May Fair Stalls
66	23.04.2026	£0.00	£0.00	£0.00	May Fair 2026	Community	May Fair Stalls
67	23.04.2026	£24.00	£0.00	£24.00	May Fair 2026	Community	May Fair Stalls
68	23.04.2026	£24.00	£0.00	£24.00	May Fair 2026	Community	May Fair Stalls
69	24.04.2026	£19.25	£0.00	£19.25	Hall Hire	Northam Hall	Hall Hire
70	27.04.2026	£20.00	£0.00	£20.00	Hall Hire	Northam Hall	Hall Hire
	27.04.2026	£20.00	£0.00	£20.00	Hall Hire	Northam Hall	Hall Hire
	27.04.2026	£45.00	£0.00	£45.00	Hall Hire	Northam Hall	Hall Hire
	27.04.2026	£20.00	£0.00	£20.00	Hall Hire	Northam Hall	Hall Hire
	27.04.2026	£20.00	£0.00	£20.00	Hall Hire	Northam Hall	Hall Hire
71	29.04.2026	£10.00	£0.00	£10.00	Hall Hire	Northam Hall	Hall Hire
	29.04.2026	£10.00	£0.00	£10.00	Hall Hire	Northam Hall	Hall Hire
	29.04.2026	£10.00	£0.00	£10.00	Hall Hire	Northam Hall	Hall Hire
	29.04.2026	£10.00	£0.00	£10.00	Hall Hire	Northam Hall	Hall Hire
	29.04.2026	£10.00	£0.00	£10.00	Hall Hire	Northam Hall	Hall Hire
72	30.04.2026	£334,352.50	£0.00	£334,352.50	Precept	Precept	Precept
73	30.04.2026	£12.00	£0.00	£12.00	May Fair 2026	Community	May Fair Stalls
74	30.04.2026	£50.00	£0.00	£50.00	May Fair 2026	Community	May Fair Stalls
75	30.04.2026	£20.00	£0.00	£20.00	Hall Hire	Northam Hall	Hall Hire
	30.04.2026	£10.00	£0.00	£10.00	Hall Hire	Northam Hall	Hall Hire
	30.04.2026	£10.00	£0.00	£10.00	Hall Hire	Northam Hall	Hall Hire
	30.04.2026	£10.00	£0.00	£10.00	Hall Hire	Northam Hall	Hall Hire
	30.04.2026	£10.00	£0.00	£10.00	Hall Hire	Northam Hall	Hall Hire
	30.04.2026	£10.00	£0.00	£10.00	Hall Hire	Northam Hall	Hall Hire
76	30.04.2026	£256.08	£0.00	£256.08	Bank Interest	Bank Interest	Nationwide 95 Day
77	30.04.2026	£218.41	£0.00	£218.41	Bank Interest	Bank Interest	Cambs & Cty Bank
157	Totals	£338,568.21	£94.17	£338,662.38			

This was **noted** by the Council.

Chair's initials



2605/036 To consider the lease for the carpark and patio adjoining the Seagate Hotel, Appledore and the request for permission to hold events on the car park

Members held a lengthy discussion regarding the lease for the Seagate Hotel and the associated request to hold events on the car park.

Cllr Edwards requested that the vote on the recommendation be recorded. Members voted unanimously in favour of allowing a recorded vote.

It was **resolved** that the lease be extended for a further six years at a new base rent of £7,000 (ex VAT), with a scheduled review of the base value at two-yearly intervals and an indexed increase applied in the intervening years, as set out in the lease.

Recorded vote:

For: Cllrs Hodson, Leather and Hames.

Against: Cllrs Edwards and Tait.

Abstentions: Cllrs Newman-McKie, Whittaker and Himan.

Action points: Progress the lease extension in line with the agreed terms.

It was further **resolved** that the application to erect a marquee up to four times per year be **declined**, as Members considered it could detract from the fundraising ability of charitable and non-profit organisations operating in Appledore.

Proposed Cllr Leather, Seconded Cllr Hames (all in favour)

2605/037 To note the annual cost of the Council’s general insurance

This was **noted** by the Council.

2605/038 To note the renewal of the Council’s fleet insurance

This was **noted** by the Council.

2605/039 To note the renewal of the Council’s engineering insurance

This was **noted** by the Council.

*It was **resolved** to exclude members of the press and public, pursuant to the Public Bodies (Admission to Meetings) Act 1960. Proposed: Cllr Hodson, Seconded: Cllr Edwards (all in favour).*

2605/040 To receive and sign the payroll information sheet for submission, considering overtime claimed

It was **resolved** to approve the payroll submission sheet.

Cllr Hodson, Seconded: Cllr Whittaker (majority in favour, one abstention) The payroll information sheet was signed by the Chair.

Action points: Submit the information.

2605/041 To receive an update on staffing matters

A confidential verbal update was received from the Parks and Buildings Manager.

*It was **resolved** to readmit members of the press and public, pursuant to the Public Bodies (Admission to Meetings) Act 1960. Proposed Cllr Hodson, Seconded: Cllr Leather (all in favour)*

There being no further business the meeting closed at 7:48pm

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

Chair’s initials

