Minutes of the Northam Burrows Management Committee Meeting held on 17th September 2026.

Present: Cllrs Bell (Chair), Edwards, Leather and Whittaker (Deputy Mayor – ex-officio).

In attendance: G Langton (Town Clerk), Michael Day (Burrows Ranger)

1. **To receive and approve apologies for absence**
   Cllrs Hodson and Newman-McKie submitted their apologies.

2. **To agree the agenda as published**
   The published agenda was agreed.
   Proposed: Cllr Leather, Seconded: Cllr Whittaker (all in favour).

3. **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. None were disclosed.

4. **Chair's announcements**
   The Town Clerk reported that in response to a request from a sheep grazier who was struggling to traverse the Burrows to use a quad bike, the landowner had been asked if it had any objections to a quad bike being used on the Burrows. The landowner had confirmed that should the rider and vehicle be appropriately licensed and insured and the vehicle be operated safely, there were no objections.

   The grazing terms and conditions allowed the use of vehicles on an emergency basis, so would need to be revised to permit the use of a quad bike more generally, with appropriate conditions. This amendment would be on a future agenda to consider. In the meantime, the grazier would be asked to provide evidence of insurance and license, to be retained by the Charity.

5. **To confirm as a correct record and sign the minutes of Northam Burrows Charity Management Meeting held on 10th August 2026**
   The minutes were **confirmed** as a true and correct record and signed by the Chair.
   Proposed: Cllr Leather, Seconded: Cllr Whittaker (all in favour).

6. **Public Participation**
   None were present.

7. **To receive an update on Action Points**
   The committee was updated on the action points as presented overleaf.

Action		May 2026
1	To consider works on the Burrows. • Improving access to FollyFoot stables from the Burrows to move the horses away from the road access point at Sandymere.	Works have been agreed by this committee, at an estimated cost of £34,724, with all spoil resulting from the work to be accommodated to the landowner's property. The Charity Commission has responded to the question raised by the Town Clerk on the Charity's behalf, presented later in this agenda. Questions have been raised regarding ongoing access, with a response from the Trustee's legal advisor. On the agenda ONGOING
2	Remove roads that were not in the Ancient Manor or Parish of Northam, those being: Riverside Court, numbers 30 on (numbers 1 to 29 were within the Ancient Manor and Parish) Riverbank Cottages, numbers 6 on (numbers 1 to 5 were within the Ancient Manor and Parish) Newbridge Close, numbers 26 on (numbers 1 to 25 were within the Ancient Manor and Parish)	The properties are to be informed and an up-to-date list of eligible roads is to be published on the website with appropriate mapping. ONGOING
3	Write to Torridge District Council to request an alternative access to the current, unstable sleeper track bridge be investigated and installed.	On the agenda. ONGOING
4	Advise grant applicants of the granting of an award, or otherwise.	Recipients contacted. COMPLETE

8. To receive the response from the Charity Commission and Trustee's legal advisor

The committee heard that the Charity Commission had confirmed that it was "not able to comment on or approve individual trustee decisions. It is for the trustee to determine whether the proposed expenditure is reasonable, justified, and in the best interests of the charity, taking account of any relevant information, professional advice, and the charity's circumstances".

The Charity Corporate Trustee's legal advisor suggested "that as the manager of the Burrows Commons then you would be able to make directions as to how stock generally accesses the area" and that the landowner could enter into a deed of easement with the neighbouring land.

The Burrows Ranger had approached the landowner's legal team, which had indicated that any deed of easement could be drawn up at the landowner's expense, that neither the charity nor its corporate trustee would need to be a signatory but had suggested that grazing terms and conditions be amended to restrict access for graziers to the land to the Skern gate or any gates from their land directly onto the Burrows.

The committee noted that it had agreed to earmark the funds to instal the path required, estimated to be £34,724. The Burrows Ranger explained the process that would need to be undertaken before any work could commence:
The project plan would need to be presented to the landowner's Community & Resources committee and then to its Full Council. Planning permission would need to be sought, which would be at the expenses of the landowner.

9. **To receive an update on the possibility of erecting or installing an alternative accessway over the pebble ridge**
   The committee agreed to meet with the landowner's Coastal Engineer to consider matters raised, including but not limited to accessing over the pebble ridge, access to the beach at Westward Ho!, coastal erosion and defences, especially regarding the old tip area. An agenda would be drawn up so comprehensive reports could be written and presented. The meeting would replace a scheduled meeting of this committee later in the autumn of 2026.

10. **To receive the annual audit report for financial year 2025/26**
    The annual audit report was received.

11. **To note any business for future agendas:**
    None was raised.

The meeting closed at 10.55am

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