

**MINUTES OF A MEETING OF INSTOW PARISH COUNCIL HELD AT
INSTOW PARISH HALL ON
THURSDAY 12th DECEMBER 2013 AT 7.30pm**

- Present: -** Councillor Green (In the Chair)
- Councillors Crombie, Champion, Mrs Hackett, Harrison, Johns, Vandersteen.
- Mr M Isaac (Clerk).
- In Attendance:** Councillor Biederman (DCC), and 2 parishioners/members of the public.

PRAYER

Prior to the commencement of the meeting the Clerk led Council in Prayer; it was stressed that to participate was purely optional. All persons present remained.

109 OPENING OF THE MEETING

The meeting was declared open by the Clerk.

110 APOLOGIES

Apologies were received from Councillors Moores and Renshaw.

111 COUNCILLOR DECLARATION OF INTERESTS

There were no declarations of interest announced.

112 POLICE REPORT

In the absence of PCSO Meaker the Clerk read the following crime update from PSCO Lansdell:

Crime Report: -

For the period between 20th November and 12th December 2013 there had been one recorded crime.

- Theft of Wallet from Licensed Premises

The following incidents had occurred:

- Suspicious circumstances – Instow Marine Base
(Due to the heightened level of threat to Military installations, the marine base have been requested to inform the police of any strange activity around the base. Please can nearby residents also be aware of this and report any suspicious activity to us)
- Concern for welfare of elderly person

- Road Traffic Collision - 2 vehicles (damage only) – B3233

It was noted that PC Richard Preston had moved on to a new role and no longer covered the Instow Parish as the neighbourhood beat manager. He had been replaced by PC Mark SLEE.

113 PARISHIONERS

The Clerk explained that there was 15 minutes set aside for this item with parishioners being given precedence over members of the public.

The following issues were raised by a Parishioner:

What training was provided for new Councillors.

The Clerk advised that the Parish Council was invited on an ad hoc basis to training events held by North Devon Council. It was agreed to write to NDC seeking a list of training courses for the coming year.

What action had been taken to remove boats tied up on the slipway.
Councillor Green advised that the railings were the responsibility of the EA and that the Parish Council had removed the broken boats on the beach.

The light at the top of the lane outside the Parish Hall was obscured by a tree. It was agreed to contact the owner to ask if it could be trimmed.

114 REPORT COUNTY COUNCILLOR F. BIEDERMAN

Councillor Biederman reported the following:

DCC were consulting the public on how to reduce expenditure in the next financial year on Public Transport and Concessionary Bus Travel.

The Contractor would be washing the excess tar along the main road in the next few days.

Councillors raised the issue of cars speeding along Anstey Way and whether DCC would be willing or allow the Parish Council to erect additional 30 mph signs. Councillor Biederman agreed to look at this issue.

115 REPORT OF DISTRICT COUNCILLOR B MOORES

There was no report in Councillor Moores absence.

116 MINUTES

It was **RESOLVED** that the minutes of the meeting held on 21st November 2013 be approved as a correct record and signed and signed by the Chairman.

117 MATTERS ARISING FROM THE MINUTES

a) Minute 96 Notice Boards

The Clerk reported the receipt of the following quotes:

A quote received from R. Pearce:

Notice Boards in Oak £868 each and in Pine £718 each.

An approximate costing from M Turner dependent upon final specification

Notice Board in Teak £450 each

It was considered that the quotes were too expensive and it was agreed to seek alternative costings. Councillor Harrison agreed to undertake additional research and seek alternative quotes.

b) Minute 101 (a) Litter Bins

The Clerk reported that a reply was awaited from NDC regarding their available budget and the Parish Council offer to meet 30% of the costs.

c) Minute 101 (d) Dog Bins

It was noted that the meeting arranged with the Dog Warden had been cancelled and information on the recommended type/size of bins was awaited.

d) Minute 104 Snow Wardens

It was noted that there was no adopted procedure.

Councillor Vandersteen agreed to act as a point of contact.

e) Minute 108 (b) Possible Sites for Childrens Play Area

Councillor Harrison stated that he had identified the following possible sites for a Children's Play Area:

Triangular Area near the Cricket Club
 Paddock area next to the Marine Base
 A brambled area by the Dunes Car Park
 The siding next to the Signal Box
 The Old Pump House Area.

It was noted that all the sites were in private ownership.

118 CORRESPONDENCE**(i) Matters for discussion/resolution or noting: -**

- a) The Council considered an E mail from Mr Harper regarding the registration of the 30' highway as common land..

It was agreed to contact the Land Registry to ascertain whether the land had already been registered and if not whether it was possible for the Parish Council to register the land

- b) The Council noted a letter from Transport Direct Info regarding a request to use Car Park data published on the Parish website and agreed the request.
- c) The Council noted a letter from Victim Support appealing for funds.

119 FINANCE

The Council agreed/noted the following payments/receipts:

1. INCOME: -

Car Park Takings	Period ending 6 th December 2013	£ 290.40
	<u>TOTAL</u> :-	<u>£ 290.40</u>

2. EXPENDITURE: -

Mr B Keane	Village Handyman	£ 162.00
North Devon Council	Clerk Salary Payment + Payroll Admin (October)	£ 656.69*
M. Isaac	Clerk Expenses (November)	£ 42.92
M. Green	Attendance at Liaison Group (Mileage + Parking)	£ 23.45
	<u>TOTAL: -</u>	<u>£ 885.06</u>

Key: -

*£1.29 VAT

3. BANK – STATEMENT OF ACCOUNTS: -

Lloyds Bank Treasurers a/c no. 02348842 as @ 29.11.13 (Statement) =	£697.29*
Lloyds Bank Business a/c no. 02350065 as @ 1.10.13 (Statement) =	£29,804.11 +

Key: -

* According to Clerk's records this is £697.29 uncashed cheques 849 £8.62, 850 £17.00, 853 £656.69, 855 £12.00.

+ According to Clerk's records this is £26,852.46 as at 12.12.13.

NB: - IPC to note that £10,000 was invested (7.1.11) and re-invested (18.1.13 until 18.1.15) to a higher interest account within Lloyds TSB – see IPC November 2010 and item 5 (e) hereafter)

4. RESOLUTION REQUIRED: -

RESOLVED that £885 be transferred from Lloyds Bank Business account number 02350065 to Lloyds Bank Treasurers account number 02348842 to cover cheques as at 2 above

5. PRECEPT AND PARISH GRANT 2014/15

RESOLVED that the Parish Precept for 2014/15 be £8,915 (no increase) and the maximum Parish Grant claimed.

6. MISCELLANEOUS: -

(a) Future Use of Marine (Quay) Car Park following transfer of 99 year Lease by NDC to IPC:-

The Council noted that NDC had advised that there was an issue with procurement (EU rules) which meant that NDC had to revisit the report regarding Instow car park and separate any grant from the land. Without a revised minute NDC could not progress any disposal. They had also requested that the Parish Council take on the responsibility for the toilets as part of the transfer of the car park.

It was agreed to seek the transfer of the Car Park and Toilets by the end of March 2014 with the £60,000 contribution.

(b) Tarka Trail Recreational Field – Lease between IPC and DCC (2012 onwards)

The Council noted the DCC response to the Council's Solicitor outlining the way forward options.

It was agreed to seek a recommendation on the way forward from the Council's Solicitor.

120 PLANNING

Retention of three existing modular classrooms for a further 10 years and the erection of a new canopy, Instow CP School, Rectory Lane, Instow.

Recommended Approval.

121 DATES OF MEETINGS 2014

The following dates of meetings for 2014 were agreed:

THURSDAY 16TH JANUARY 2014
 THURSDAY 20TH FEBRUARY 2014
 THURSDAY 20TH MARCH 2014
 THURSDAY 17TH APRIL 2014

THURSDAY 22ND MAY 2014
THURSDAY 19TH JUNE 2014
THURSDAY 17TH JULY 2014
THURSDAY 18TH SEPTEMBER 2014
THURSDAY 16TH OCTOBER 2014
THURSDAY 20TH NOVEMBER 2014
THURSDAY 11TH DECEMBER 2014

122 MATTERS RAISED AT THE DISCRETION OF THE
CHAIRMAN

The following issue was raised:

It was noted that the Car Park Machine was 1 hour out.

There being no other business the meeting was closed at 8.53 p.m.

Chairman

Dated: -