

**MINUTES OF A MEETING OF INSTOW PARISH COUNCIL HELD AT
INSTOW PARISH HALL ON
THURSDAY 20th FEBRUARY 2014 AT 7.30pm**

Present: - Councillor Moores (Chairman)

Councillors Crombie, Champion, Green, Mrs Hackett, and
Vandersteen.

Mr M Isaac (Clerk).

In Attendance: Councillor Biederman (DCC), and 1 parishioner/member 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.

138 OPENING OF THE MEETING

The meeting was declared open by the Clerk.

139 APOLOGIES

There were no apologies received

140 COUNCILLOR DECLARATION OF INTERESTS

There were no declarations of interest announced.

141 POLICE REPORT

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

Crime Report: -

For the period between 16th January 2014 and 20th February 2014 there had been no crimes recorded.

142 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 Parishioners:

- a) Concern was expressed that the Tapeley Car Park had been closed during the half term week.
- b) Concern was expressed at the amount of litter on the second beach beyond the Cricket Club.

The Clerk informed Council that Surfers Against Sewage planned to do a beach clean on 29th March 2014 and that he would ask them to include the second beach in the clean. It was also agreed to pursue the matter with Tapeley Estate.

It was also agreed to request that NDC arrange to collect the rubbish collected following the clean-up.

- c) Concern was expressed at the lack of progress with The Sands Nursing Home Planning Application. The Chairman reported that following discussions with NDC Planning Officers it was likely that the application would go to appeal. The owner was reluctant to agree to an element of affordable housing and/or an off site contribution.

143 REPORT COUNTY COUNCILLOR F. BIEDERMAN

Councillor Biederman reported the following:

That DCC had agreed to increase its Council Tax by 1.99%.

That on the DCC website there were consultations regarding the future of Day Care Centres, Youth Service provision and Meals on Wheels.

144 REPORT OF DISTRICT COUNCILLOR B MOORES

Councillor Moores reported the following:

That the report regarding the Car Park lease had not been considered by NDC Executive in February as additional information had been required. He was not sure what additional information was required but he had been assured by the Leader of NDC that the report would be considered at the Executive in March.

He informed Council that the multi-agency meeting had been with representatives of DCC Highways only. It had been agreed in principle that DCC would pay for the Parish Council to keep the outlets clear and remove sand from the wall adjacent to the bus shelter/wall opposite the Boat House. The existing Beach Cleaner contract would need to be extended and the tractor adapted.

It was agreed that the Chairman and Clerk meet with the Contractor to agree ascertain a cost for the additional work and the adaptation of the tractor.

He also informed the Council that under new proposals regarding the Archive Service in Devon the ND Records Office in Barnstaple would be part of the proposed SW Heritage Trust. Though under no immediate threat the long term future of the Record Office in Barnstaple may be brought into question. Further information is on the Devon Heritage web site.

145 MINUTES

It was **RESOLVED** that the minutes of the meeting held on 16th January 2014 be approved as a correct record and signed and signed by the Chairman.

146 MATTERS ARISING FROM THE MINUTES**a) Minute 131(a) Notice Boards**

It was agreed that the quote of £932 from M Turner for 2 teak notice boards with toughened glass/perspex and header boards be accepted.

b) Minute 131 (b) Litter Bins

The Clerk reported that 1 new litter bin would be funded through the TAP und..

Councillor Moores reported that he had spoken to NDC and had been advised that there were no monies remaining in this year's budget. However NDC had agreed in principle to replace the 2 litter bins lost in the storms and assist with seeking sponsorship of behalf of Instow.

It was agreed that NDC be asked on the Parish Council's behalf to explore the idea of sponsorship and liaise with Councillor Champion.

c) Minute 131 (c) Dog Bins

It was noted that the 3 Dog Bins had been received and would soon be in situ..

d) Minute 129 Multi Agency Meeting

It was noted that this item had been considered earlier in the agenda..

e) Minute 134 (k) Meeting with Tapeley Estate

The Council noted a report by Councillor Green on the meeting with Tapeley Estate.

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

- a) The Council considered an E mail from Mr P Yeo regarding the taking back of 3 highway verges.

The Clerk reported that Mr Dave Budd had stated that he would maintain/cut the 3 verges for £150 p.a.

It was agreed in principle to take back the responsibility for the 3 verges subject to confirmation of maintenance/cut costs.

- b) The Council noted an invitation from the Mayor of Barnstaple Town Council to a Masked Ball.
- c) The Council noted an e mail regarding the possibility of Area Assisted Status being granted to Instow.

- d) The Council noted a letter from the Chairman of Fremington Parish Council seeking support for their response to DCC Local Flood Risk Management Strategy
- e) The Council considered an e mail from Mrs P Cantle regarding support for an application to the English Heritage Fund for the restoration of the South west Transept at St Johns, Instow.

It was agreed that a letter of support for the project be sent to Mrs P. Cantle.

148 FINANCE

The Council agreed/noted the following payments/receipts:

A. INCOME: -

Car Park Takings	Period ending 20 th January 2014	£ 849.90
Car Park Takings	Period ending 11 th February 2014	£ 358.30
DCC	Grass Cutting	£ 2,000.00
<u>TOTAL</u> :-		<u>£ 3,208.20</u>

B. EXPENDITURE: -

Mr B Keane	Village Handyman	£ 187.28
Mr P. Cook	Tractor Service	£ 160.00
North Devon Council	Clerk Salary Payment + Payroll Admi	£ 656.69*
North Devon Council	Printing (January)	£ 9.39
North Devon Council	Off Street Parking Order Advert	£ 32.89+
Murch Brothers	Tractor Repairs	£ 119.87**
BT	Telephone Bill	£ 124.22
M. Isaac	Clerk Expenses (January)	£ 56.72
Earth Anchors Ltd	Purchase of 3 Dog Bins	£ 449.94++
Land Registry	Application for Possessory Title	£ 40.00
B. Moores	Hospitality	£ 8.40
<u>TOTAL: -</u>		<u>£ 1,855.40</u>

Key: -

*£1.29 VAT
 +£5.48 VAT
 **£19.98 VAT
 +£74.99 VAT

C. BANK – STATEMENT OF ACCOUNTS: -

Lloyds Bank Treasurers a/c no. 02348842 as @ 30.1.14 (Statement) = £243.67*
 Lloyds Bank Business a/c no. 02350065 as @ 31.12.13 (Statement) = £28,644.81 +

Key: -

* *According to Clerk's records this is £3.67 uncashed cheques , .73 £80, 72 £80 and 71 £80*

+ *According to Clerk's records this is £28,644.81 as at 31.12.13.*

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)*

D. RESOLUTION REQUIRED: -

RESOLVED that £1,855 be transferred from Lloyds Bank Business account number 02350065 to Lloyds Bank Treasurers account number 02348842 to cover cheques as at 2 above

E.BUDGET 2014/15

- a) RESOLVED that the draft budget for 2014/15 be adopted.
- b) RESOLVED that the recommendations of the Finance Sub Committee held on 18th November 2013 be adopted.

F. MISCELLANEOUS: -

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

The Council noted that a report will be going to NDC Executive in March.

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

The Council noted that the Solicitor had been instructed to progress the application for possessory title of the land.

149 PLANNING

EXTENSION TO DWELLING, CLOUD HILL, WORLINGTON

The Council noted that the above application had been withdrawn.

150 MATTERS RAISED AT THE DISCRETION OF THE CHAIRMAN

The following issue was raised:

- A. It was noted that the Volunteer Task Group coffee morning had been successful and 25 people volunteered their services.
- B. It was noted that Rose Day had been awarded an MBE. It was agreed that a letter of congratulations be sent to Mrs Day.
- C. Methodist Chapel. It was noted that Tapeley estate were looking at alternative uses for the building and that the enforcement action was still active.
- D. It was noted that there were two 'wonky' bollards on Anstey Way.

- E It was noted that it had been a boat that had drifted from Appledore during the storms that had damaged the wall along Marine Parade.
- F It was reported that large transport vehicles delivering to the Army Camp were going over the grass verge and grass/mud was ending up on the road. It was agreed that the volunteer task group be asked to clear the road on such occasions.

There being no other business the meeting was closed at 9.20 p.m.

Chairman

Dated: -