

**MINUTES OF A MEETING OF INSTOW PARISH COUNCIL HELD AT
INSTOW PARISH HALL ON
THURSDAY 16th JANUARY 2014 AT 7.30pm**

- Present: -** Councillor Moores (Chairman)
- Councillors Crombie, Champion, Green, Mrs Hackett, Harrison, Johns, Renshaw and Vandersteen.
- Mr M Isaac (Clerk).
- In Attendance:** Councillor Biederman (DCC), and 6 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.

123 OPENING OF THE MEETING

The meeting was declared open by the Clerk.

124 APOLOGIES

There were no apologies received

125 COUNCILLOR DECLARATION OF INTERESTS

There were no declarations of interest announced.

126 POLICE REPORT

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

Crime Report: -

For the period between 15th December 2013 and 15th January 2014 there had been no crimes recorded and one complaint received regarding dogs.

127 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:

The Parish Councillors were thanked for their work during the recent bad weather. It was reiterated that the Environment Agency was responsible for the railings.

Councillor Biederman reported that the wall would be repaired by DCC within the next two weeks. There was no evidence that the wall had been damaged by a boat allegedly tied to the lamppost.

It was agreed that the Environment Agency, the Commodore and Geoff May be thanked for their efforts and help during the bad weather.

Paul Mills informed the Council that the action group had placed an advert for volunteers in the Parish News and invited people to attend a coffee morning on 8th February at 10.00 am. He stated that a leaflet drop would take place a week before and the group were looking for a name. The first project of the group would be to help put the benches back in situ along Marine Parade. It was also hoped to do a beach clean before Easter.

128 REPORT COUNTY COUNCILLOR F. BIEDERMAN

Councillor Biederman reported the following:

That there was a DCC online public consultation regarding Public Transport and that the mobile library service consultation had ended and the service would be reduced in North Devon.

129 REPORT OF DISTRICT COUNCILLOR B MOORES

Councillor Moores thanked all those involved in the clean up after the recent bad weather; Councillor Biederman, the Environment Agency, the Commodore, Geoff May, the Action Group and Parish Councillors.

It was agreed to set up a Multi-Agency Group to look at the future management of the beach, drainage and flooding issues.

Councillor Moores stated that he was looking to arrange a meeting with NDC Planning Officers and the agents to discuss the progression of the development of the Sands property.

130 MINUTES

It was **RESOLVED** that the minutes of the meeting held on 12th December 2013 be approved as a correct record and signed and signed by the Chairman.

131 MATTERS ARISING FROM THE MINUTES

a) Minute 117(a) Notice Boards

The Council noted information research by Councillor Harrison:

It was agreed to accept a quote of £900 approximately subject to final costing's received from M Turner for 2 teak notice boards with toughened glass/perspex and header boards

b) Minute 117 (b) Litter Bins

The Clerk reported the reply from NDC regarding the provision of new litter bins.

It was noted that NDC were not insured for the replacement of the two litter bins severely damaged by the recent bad weather.

NDC were looking to the Parish Council to fund the replacement two litter bins.

It was agreed that Councillor Moores would seek their replacement by NDC with NDC.

c) Minute 117 (c) Dog Bins

It was agreed to order 3 HGN 35 Red Dog Bins with Earth Anchors, the cost to be met from the NDC/DCC TAP Fund.

132 BE PREPARED, NEWSLETTER FROM NORTHDEVON AND TORRIDGE DISTRICT COUNCIL'S

The Council noted the Be Prepared newsletter from North Devon and Torridge District Council's.

It was agreed that the Emergency Plan be amended to include Flood action planning with nominated named people to undertake tasks.

It was agreed that members of the Action Group assist Councillor Renshaw with the Emergency action plan.

133 BENCHES ALONG MARINE PARADE

It was noted that his item had been discussed earlier in the meeting.

134 CORRESPONDENCE

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

- a) The Council considered an E mail from Mrs Cante regarding the Carol Service 2014.

It was agreed to hold the Carol Service on 14th December 2014

- b) The Council noted an invitation from Western Power Distribution to attend a stakeholder workshop on WPD's Business Plan 2015 -2023.
- c) The Council noted an invitation from DCC to attend an event regarding DCC's accommodation Strategy for older people in Devon.

Councillor Moores agreed to attend.

- d) The Council noted an invitation from NDVA North Devon Veterans Association to attend the 2014 Armed Forces event on Saturday 28th June at Kingsley School, Bideford.

- e) The Council noted an e mail from NDC regarding web pages developed by NDC for Parish Councils.

- f) The Council noted an E mail from DCC regarding Instow Beach.
- g) The Council noted an E mail regarding the Devon Local Flood Risk Management Strategy Consultation.
- h) The Council noted a letter from Devon Countryside Access Forum regarding Recruitment of Forum Members.
- i) Tractor Service Quotes

The Clerk advised that he had received two quotes for the Tractor Service.

P Cook £160

B.Thorne £ 300 Interim Service £500 Full service

It was agreed that the quote from P. Cook be accepted.

- j) The Council noted a letter from Parochial Church Council requesting a grant to resurface footpaths at the churchyard.

It was agreed that the grant application be considered at the March Council meeting.

- k) Tapeley Estate. Meeting with Mr Christie and Smiths Gore It was agreed that Councillors Moores, Green and Champion meet with representatives from Smiths Gore

135 FINANCE

The Council agreed/noted the following payments/receipts:

1. INCOME: -

Car Park Takings	Period ending 30 th December 2013	£	593.35
Christmas Carol Collection		£	140.08
MOD Atturm		£	283.00
	<u>TOTAL</u>	£	<u>1016.43</u>

2. EXPENDITURE: -

Mr B Keane	Village Handyman	£	180.00
Mr P. Cook	Beach Cleaning	£	112.50
Mr D Budd	Grass Cut	£	160.00
North Devon Council	Clerk Salary Payment + Payroll Admin (October)	£	626.69*
North Devon Council	Printing (November /December)	£	17.37
Johns of Instow	Christmas Community Event Refreshments	£	94.88
Information Commission	Registration Renewal	£	35.00
Mr G May	Tractor Storage	£	115.20+

EDF Energy	Electricity Supply	£	58.49
Crown Estate	Foreshore Lease	£	750.00
M. Isaac	Clerk Expenses (December)	£	61.02
North Devon Hospice	Donation from Xmas Carol Collection	£	80.00
Appledore Lifeboat	Donation from Xmas Carol Collection	£	80.00
Northam Lodge	Donation from Xmas Carol Collection	£	80.00
<u>TOTAL: -</u>			<u>£ 2,451.15</u>

Key: -

*£1.29 VAT
+£19.20 VAT

3. BANK – STATEMENT OF ACCOUNTS: -

Lloyds Bank Treasurers a/c no. 02348842 as @ 29.11.13 (Statement) = £19.82*
Lloyds Bank Business a/c no. 02350065 as @ 31.12.13 (Statement) = £28,644.81 +

Key: -

* According to Clerk's records this is £19.82 uncashed cheque , 850 £17.00.
+ 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)

4. RESOLUTION REQUIRED: -

RESOLVED that £2,452 be transferred from Lloyds Bank Business account number 02350065 to Lloyds Bank Treasurers account number 02348842 to cover cheques as at 2 above

5. GRANTS 2014/15

RESOLVED that the following Annual Grants be paid:

Instow Parish Hall Committee	£ 333.00
Instow PCC Burial Ground	£ 666.00
Instow, Westleigh and West Yelland Parish News	£ 417.00
Instow Web Site	£ 84.00
All Saints Community Centre	£ 150.00

6. MISCELLANEOUS: -

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

Council noted that a report would be going to NDC Executive in February.

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

Following the last meeting the Solicitor has recommended that the Council seek possessory title to the land.

RESOLVED that in accordance with advice of the Solicitor the Council authorise the Solicitor to seek possessory title of the land.

136 PLANNING

a) **LOCAL PLAN**

The Council noted the draft part 3 of the Local Plan in respect of Instow.

b) **CLOUD HILL, WORLINGTON**

It was agreed that the following response be adopted:

The Parish Council recommends REFUSAL to the above application as it is considered that the proposed extension would have a detrimental effect on the amenities of the adjoining property.

An amended design with a lower profiled roof may be considered more acceptable. It is also noted that the wall of the extension is at the adjoining property boundary such that the eaves over hang the neighbours garden.

c) **PLANNING APPLICATION FOR DEVELOPMENT OF A YACHT MARINA AND ASSOCIATED FACILITIES AT KNAPP HOUSE, NORTHAM**
APPLICATION NO. 1/0984/2013/OUTM

It was agreed that the following response be adopted:

Issues of Concern

Instow Parish Council responded to the February 2012 Planning Application identifying certain "issues of concern". We now wish to raise a further important issue relating to Instow beach, and to draw your attention to a comprehensive report on the Taw Torridge Estuary that does not appear to have been taken into account in the Planning Application.

Instow Beach

We wish to point out that Instow beach is a designated Bathing Water under the European Bathing Water Directive. In accordance with the legislation, water samples are taken regularly throughout the bathing season by the Environment Agency, and the bacterial content is measured so as to provide an assurance that the water quality meets the standards required by the legislation to ensure the safety of people using the beach for bathing and paddling. Tighter standards are being introduced under the terms of the New Bathing Water Directive 2006. Furthermore, as the Bathing Water Controller, Instow Parish Council has a duty to do all in its power to ensure that the water quality is not compromised.

We note that the proposed development at Knapp House is only about one mile upstream from Instow beach, and we wish to know what studies have been undertaken to assess the possibility of contamination of the water at Instow beach, and what these studies have shown. We are aware from previous investigations that water quality is sensitive to sewage entering the river, particularly on an ebb tide, and we are concerned about sewage discharges from yachts using the Marina, given that it is common practice for yachts to be fitted with toilets that discharge directly into the sea/river.

The Taw Torridge Estuary

We note that the Marina Study submitted with the Planning Application states, under the heading Impacts on Physical Estuarine Processes: "Little information is thought to be available on the physical dynamics of the Appledore reaches of the Torridge estuary, although no intensive literature search has been undertaken". In the light of this comment, we wish to draw your attention to the report entitled The Taw-Torridge Estuaries: Geomorphology and Management by Professor J Pethick dated February 2007, which was commissioned by the UNESCO Biosphere Reserve for North Devon. This report, which can readily be found on the internet, presents a study of the Taw-Torridge estuary and its adjacent coast. Its aim is to provide a detailed explanation of the components and function of this complex geomorphological system upon which future management decisions may be based, and it is surely relevant to the Planning Application under consideration.

- d) **ERECTION OF ONE WIND TURBINE (HEIGHT 79M, HEIGHT TO HUB 55M, BLADE DIAMETER 48M) TOGETHER WITH ACCOMPANYING ACCESS TRACK, WIDENING OF EXISTING FARM ENTRANCE, CRANE HARDSTANDING, ELECTRICAL SWITCHGEAR HOUSE WITH ASSOCIATED UNDERGROUND CABLING & TEMPORARY CONSTRUCTION COMPOUND AT LOWER LITCHARDON FARM (GRID REF 251089,129240) NEWTON TRACEY BARNSTAPLE**
GRID REF: 251089; 129240

It was agreed that no response be made.

137 MATTERS RAISED AT THE DISCRETION OF THE CHAIRMAN

The following issue was raised:

It was agreed that a meeting of the Finance Sub Committee be held at 7.00 p.m prior to the next Council meeting in February to set the budget 2014/15.

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

Chairman

Dated: -