

**MINUTES OF A MEETING OF INSTOW PARISH COUNCIL HELD AT
INSTOW PARISH HALL ON
THURSDAY 18th JULY 2013 AT 7.30pm**

Present: - Councillor B Moores (Chairman)

Councillors N Crombie, M. Green, Mrs P. Hackett, B. Harrison,
E. Renshaw, W Vandersteen and Mr M Isaac (Clerk).

In Attendance: Councillor Biederman (DCC), and 5 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.

47 OPENING OF THE MEETING

The meeting was declared open by the Clerk.

48 APOLOGIES

Apologies were received from Councillors Champion and Johns.

49 COUNCILLOR DECLARATION OF INTERESTS

There were no declarations of interest announced.

50 POLICE REPORT

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

Crime Report: -

For the period between 20th June 2013 and 18th July 2013 there had been 2 reported crimes:

Theft from motor cruiser moored at Instow beach and a common assault and battery incident.

51 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 questions were raised by Parishioners:

Has the tractor hours meter been fixed?

It was reported that the Council had decided not to fix the hours meter on the tractor.

When is the refurbishment to the bus shelters going to restart?

It was reported that work would recommence in a couple of weeks. A copy of the Autumn 2012 inspection was circulated and noted.

What reply did the Council get from the Council's Solicitor regarding abandoned boats?

It was reported that the advice was that the Council could put a note requesting removal within a time period and if not removed the Council could remove and dispose of the boat.

RESOLVED that a Policy be adopted to remove abandoned boats giving 14 days notice.

Why is there not a list of assets published on an annual basis?

The Clerk reported that there was a list of assets that could be circulated to all Councillors.

What are the hours worked by the Beach Cleaner.

The Chairman stated that this issue had been reported previously and that the Beach Cleaner was not contracted on an hourly basis.

Parishioners also notified the following observations:

The Keep Left sign in the centre of Anstey Way, opposite the allotments was broken at the base and required repairing/replacement.

Some of the palings on the dunes need fixing and the ones on the beach, north of the stream needed removing as they were a hazard especially to young children.

The same glass bottles had been under the bridge at the stream for over a week.

A car wheel had been unearthed on the beach about 30 yards south of the Atturm slipway.

There were 4 lots of rubbish that had been pushed into piles along the strand line by the Beach Cleaner.

52 REPORT COUNTY COUNCILLOR F. BIEDERMAN

Councillor Biederman reported the following:

He had sent a letter to Devon County Council regarding the fiasco of the surface dressing of the road through Bickington, Fremington and Instow. He had requested that residents received a letter of apology and compensation from Colas, the contractor on behalf South West Highways for the inconvenience caused to residents.

He stated that the road would now be re surfaced in September when the weather conditions were better.

It was reported that the lights along Marine Parade were on during the day.

53 REPORT OF DISTRICT COUNCILLOR B MOORES

Councillor Moores updated the Council on the following issues:

He reported that he and Councillor Biederman had met Jessica Meaker (PCSO) and Denise Daniel (DCC).

He had requested that the Police have a presence in the village around 10.30 pm/11.00 pm At the weekend following an incident of vandalism the previous Saturday with the ferry sign being smashed.

He had also raised the following issues: Sand on the highway and an annual schedule of clearing, traffic issues, provision of a Bus Shelter at the Anstey Way stop, the enforcement of limited access along Rectory Lane, dog bins and the entrance to the Cricket Club.

A Parishioner raised the issue of Speeding along Anstey Way.

54 MINUTES

It was **RESOLVED** that the minutes of the meeting held on 20th June 2013 be approved as a correct record and signed and signed by the Chairman subject to minute 43 (i) being amended to read Instow was not primarily a bathing beach..

55 MATTERS ARISING FROM THE MINUTES

a) Minute 37 – Leaflet requesting people to look after the Village

It was agreed not to pursue this issue.

b) Minute 41 (c) - Flood Prevention – Boathouse Flood Defence Gates: -

The Clerk read the response from the Environment Agency to Council which stated that the promotion of the flood scheme was discounted on the grounds that no properties were flooded as a result of the tide.

It was noted that the water had reached the first step of the Boathouse and the sand bags had been pushed forward and the gates buckled.

It was agreed to look at the possibility of obtaining the flood boards offered by the EA for any future emergencies and that the EA be requested to monitor the Boathouse end of Marine Parade when flood warnings have been issued.

c) Minute 41 (d) - Lane End/Lane End Road: -

It was noted that a letter of explanation from NDC regarding the re-naming had been distributed to residents.

d) Minute 41 (f) - IPC's Self Help Emergency Plan (SHEP) Update

Councillor Renshaw stated that he would happy to act as the emergency plan co-ordinator but a response team was required.

It was agreed that Councillors Johns and Vandersteen would be part of the response team.

e) Minute 41 (h) - Dog Bins

The Clerk read an e mail from Councillor Harrison to Council.

RESOLVED:

- (i) That the two bins opposite the Boathouse be re-instated in their original location.
- (ii) That the two bins on the slipway be fixed properly to the railings

- (iii) That the bin placed near the Marine Base on Anstey Way be relocated at the cross roads of the Tarka Trail and the footpath leading along the side of the Marine Base.
- (iv) That the provision of new bins be reassessed once the Marine Base bin has been relocated.

f) Minute 41 (i) Consultation with Christie's: -

Councillor Moores informed Council that to date no response had been received.

g) Minute 43 (f) Bathing Water Results Overview

Councillor Green informed Council that the beach had failed the water bacterial test once and if it fails again it will be graded poor and previous years results will have to be declared.

56 CORRESPONDENCE

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

a) Beach Cleaning Check

Council noted an e mail from Councillor Vandersteen regarding his beach clean check. Councillor Vandersteen also reported the beach check results/comments of Councillor Harrison.

It was noted that all beach check lists should be returned to the Clerk to enable any issues to be raised with the beach cleaner.

b) The Council noted an e mail from the EA regarding visitor numbers to Instow.

It was considered that the exercise was pointless and a waste of time.

57 FINANCE

1. INCOME

Car Park Takings	Period ending 28 th June 2013	£ 1,042.60
Ditto	Period ending 8 th July 2013	£ 1,212.30
Ditto	Period ending 12 th July 2013	£ 666.75
Car Park Season ticket	Summer season tickets x 2 (3 months)	£ 100.00

TOTAL :- £
3,021.65

2. EXPENDITURE: -

Mr B Keane	Village Handyman	£ 576.00
Mr D Budd	Grass Cutting	£ 320.00
Mr P Cook	Beach Cleaning (June)	£ 450.00

Mr P. Cook	Beach Cleaning (Part March)	£	290.00
M. Isaac	Clerk Expenses	£	49.12
North Devon Council	Clerk Salary Payment + Payroll Admin	£	2,131.53*
North Devon Council	Printing Charges (May/June)	£	30.69
EDF Energy	Electricity Car Park Machine	£	58.49+

TOTAL: - **£**
3,905.83

Key: -

*£1.29 VAT
+£2.79 VAT

3. BANK – STATEMENT OF ACCOUNTS: -

Lloyds Bank Treasurers a/c no. 02348842 as @ 1.7.13 (Statement) = £2.54*
Lloyds Bank Business a/c no. 02350065 as @ 1.7.13 (Statement) = £21,573.73 +

Key: -

* According to Clerk's records this is £2.54.

+ According to Clerk's records this is £23,552.78 as at 18.7.13.

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 £3,905 be transferred from Lloyds Bank Business account number 02350065 to Lloyds Bank Treasurers account number 02348842 to cover cheques as at 2 above

5. MISCELLANEOUS: -

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

Clerk advised that there was nothing further to report on lease since last meeting. And that the lease was currently with North Devon Legal Department

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

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Clerk advised that the draft lease was still in progress.

58 PLANNING

- a) 55821 ALTERATIONS TO GARAGE&NEW SWIMMING POOL COVER BUILDING (AMENDED DESIGN TO THAT APPROVED BY PLANNING PERMISSION 54840),GARDEN HOUSE, NEW ROAD, INSTOW

Recommended that the Application be APPROVED

- b) 55844 EXTENSION TO DWELLING, RIVERSIDE, OLD QUAY LANE, INSTOW.

Recommended that the application be APPROVED.

59 MATTERS RAISED AT THE DISCRETION OF THE CHAIRMAN

There were no issues raised.

There being no other business the meeting was closed at 9.15 p.m.

Chairman

Dated: -