

**MINUTES OF A MEETING OF INSTOW PARISH COUNCIL HELD AT  
INSTOW PARISH HALL ON  
THURSDAY 17<sup>th</sup> JULY 2014 AT 7.30pm**

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

**In Attendance:** 3 parishioners/members of the public.

**PRAYERS**

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

**53 OPENING OF THE MEETING**

The meeting was declared open by the Clerk.

**54 APOLOGIES**

There were no Apologies.

**55 COUNCILLOR DECLARATION OF INTERESTS**

The following declaration of interest was announced:

Councillor Mrs Hackett Personal Interest in Planning Application 57376 Riverside as neighbours property.

**56 POLICE REPORT**

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

**Crime Report: -**

For the period between 19<sup>th</sup> June 2014 and 16<sup>th</sup> July 2014 there had been one reported crime of fraud.

**57 PARISHIONERS QUESTIONS**

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:

A Parishioner asked who had moved the black sand bags opposite the Boathouse as they had been dumped on the beach.

It was stated that the sand bags had been put there by the Environment Agency. The EA had collected up all their sand bags but must have missed them. It was agreed to report to EA.

A Parishioner reported that there was rubbish on the beach that had not been picked up by the beach cleaner. Some of the rubbish was beside or near the tractor tracks on the beach but not picked up and 3 barbecues had not been picked up from the other side of the stream.

Another Parishioner stated that she had collected a bag full of rubbish by the rocks next to Marine Court flats.

It was agreed that the Chairman and Clerk would walk and inspect the beach.

#### **58                    REPORT COUNTY COUNCILLOR F. BIEDERMAN**

Councillor Biederman reported that he had had a meeting with the Lead Member for Highway issues regarding parking along Marine Parade. There was a willingness to support a scheme to manage traffic along Marine Parade if supported by the Parish Council. DCC Officers will be looking at possible ways forward and report proposals to the Parish Council for consideration.

It was noted that Councillor Biederman and Councillor Moores would meet DCC Officers on 6<sup>th</sup> August.

#### **59                    REPORT OF DISTRICT COUNCILLOR B MOORES**

Councillor Moores had no NDC issues to report.

#### **60                    MINUTES**

It was **RESOLVED** that the minutes of the meeting held on 19<sup>th</sup> June 2014 be approved as a correct record and signed and signed by the Chairman.

#### **61                    MATTERS ARISING FROM THE MINUTES**

##### **a)                    Minute 48 (a) Litter Bins**

The Clerk reported that the new litter bins had been installed.

##### **b)                    Minute 49 (i) (c) New Tractor**

The Clerk reported that the beach cleaner considered that the 3 Tractors coming up for auction were too big for the work required.

It was agreed that Councillor Champion and the Clerk investigate the suitability and possible cost of Mr Palmers Tractor.

**RESOLVED** that an extra ordinary Council meeting be called if required to agree and authorise a bid at auction for a Tractor.

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

- a)            The Council noted an e mail from Mott Macdonald on behalf of the Environment Agency regarding repairs to the tidal gate and wall.
- b)            The Council noted an e mail from Mosscliff Environmental Ltd regarding an application for the installation of a single wind turbine at Woolmers Farm, Bickington, Fremington.

**63**                    **FINANCE**

The Council agreed/noted the following payments/receipts:

**1. INCOME: -**

|   |                            |                          |
|---|----------------------------|--------------------------|
| Car Park Takings                          | Period ending 19 June 2014 | £ 1,269.00               |
| Ditto                                     | Period ending 25 June 2014 | £ 1,030.90               |
| Ditto                                     | Period ending 3 July 2014  | £ 932.80                 |
| Ditto                                     | Period ending 11 July 2014 | £ 783.20                 |
| Ditto                                     | Car Park Permits           | £ 290.00                 |
| Ditto                                     | Additional Car Park Monies | £ 28.50                  |
| <b><u>TOTAL</u>                    :-</b> |                            | <b><u>£ 4,334.40</u></b> |

**2. EXPENDITURE: -**

|                        |                                  |                          |
|------------------------|----------------------------------|--------------------------|
| Mr. B Keane            | Village Handyman                 | £ 567.80                 |
| Mr M. Isaac            | Clerks Expenses                  | £ 85.70                  |
| Mr D Budd              | Grass cutting (July)             | £ 440.00                 |
| Mr P Cook              | Beach Cleaning (July)            | £ 600.00                 |
| JJ Bins                | Dog Bin Emptying                 | £ 50.70                  |
| North Devon Council    | Printing                         | £ 11.24                  |
| North Devon Council    | Clerk Salary Recharge +Admin     | £ 678.67*                |
| EDF Energy             | Electricity for Car Park machine | £ 58.81+                 |
| Pro Weld               | Tractor repairs                  | £ 90.00*+                |
| Grant Thornton         | External Audit                   | £ 240.00+*               |
| <b><u>TOTAL: -</u></b> |                                  | <b><u>£ 2,822.92</u></b> |

**Key: -**

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\*£1.29 VAT

+£2.80VAT

\*+£15.00VAT

+\*£40.00VAT

**3. BANK – STATEMENT OF ACCOUNTS: -**

Lloyds Bank Treasurers a/c no. 02348842 as @ 3.6.14 (Statement) = £9,725.30\*  
 Lloyds Bank Business a/c no. 02350065 as @ 9.5.14 according to (Statement) = £31,730.78+

**Key: -**

\* According to Clerk's records this is £8,883.0317.7.14 (No updated statement received) Cheque £8,694 (923) not issued.

+ According to Clerk's records this is £23,609.48 as at 17.7.14.

**NB: - IPC to note that £10,000 was invested (7.1.11) and re-invested (18.1.13 until 18.1.16) to a higher interest account within Lloyds TSB – see IPC November 2010 and item 5 (e) hereafter)**

**4. RESOLUTION REQUIRED: -**

**RESOLVED** that £2,825 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:-**

The Clerk reported that there had no progress regarding the Car Park and Toilet transfer

The Chairman stated that he would again speak to Councillor Greenslade.

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

The Council noted that the Chairman and Vice Chairman had signed the lease with DCC.

**(c) Audit**

The Council noted that the External Auditor had agreed and signed off the Accounts for 2013/14.

**63 PLANNING**

- a) 57376 VARIATION TO CONDITION 2 (APPROVED PLANS) PLANNING PERMISSION 55844 TO ALLOW REDUCTION IN SIZE OF PROPOSED EXTENSION AND RELOCATION OF PROPOSED GATE, RIVERSIDE, OLD QUAY LANE INSTOW

Council noted that the Planning Sub Committee had no objections to the above application.

- b) PLANNING SUB COMMITTEE PROTOCOL.

The Planning Sub Committee Protocol (tabled at the meeting) was agreed and adopted.

- c) It was noted that the North Devon and Torridge local plan public consultation was from (26 June – 8 August 2014)

