

**MINUTES OF A MEETING OF INSTOW PARISH COUNCIL HELD AT
INSTOW PARISH HALL ON
THURSDAY 20th JUNE 2013 AT 7.30pm**

- Present: -** Councillor B Moores (Chairman)
- Councillors M Champion, N Crombie, M. Green, Mrs P. Hackett, A. Johns, B. Harrison, W Vandersteen and 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.

33 OPENING OF THE MEETING

The meeting was declared open by the Clerk.

34 APOLOGIES

Apologies were received from Councillor Renshaw

35 COUNCILLOR DECLARATION OF INTERESTS

There were no declarations of interest announced.

36 POLICE REPORT

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

Crime Report: -

For the period between 16th May 2013 and 20th June 2013 there had been 4 reported crimes:

Drive or attempt to drive with excess alcohol along Marine Parade, make off without payment from a public house, theft of 2 chickens from a back yard and theft of wire and cabling from a landfill site.

37 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 Car Park 99 year lease been signed?

It was reported that the lease was still with NDC Solicitors and had not been signed. What is the status of the Southgate Chalet grot spot? It was reported that this had been reported but there was no further information.

Is the dune area between the Atturm slipway and the Cricket Club going to be cleaned? It was reported that area up to the slipway was cleaned but the area between the Cricket Club and the other side of the slipway was not currently cleaned.

Is the hours meter on the tractor going to be fixed? It was reported that this matter would be discussed later in the agenda.

Can the split salt bags outside the Parish Hall be removed?

Parishioners also notified the following observations:

The graffiti in the charter toilets urinal had been there for a month.

The IPC signs along Marine Parade which had been reported 2 months ago were still illegible.

The Methodist Chapel had had central heating installed and had been refurbished downstairs.

The bus shelter at the Boathouse had several slates missing.

The flower tubs in Bridge Lane had been vandalised.

The tracks left by the beach cleaner tractor had come off the strand line and two bags of rubbish had been collected following the beach clean.

The Chairman stated that the beach cleaner did clean-up to the Cricket Club and also cleaned the dunes.

It was also asked whether Councillor Johns would be happy to put a leaflet in his shop bags requesting people to look after the village. Councillor Johns stated that he would be happy to do that.

38 REPORT COUNTY COUNCILLOR F. BIEDERMAN

Councillor Biederman reported the following:

A hedge notice had been progressed regarding the overgrown footway by the Army Camp; Upon completion of the roadworks along Marine Parade the road markings would be re-instated except for the Keep Clear and hatched markings adjacent to the pinch points;

The hedge along the Westleigh straight on the riverside needed flailing;

The tidal flaps South Yeo needed the seals replacing and Silver Threads, Instow had been logged for a drainage scheme but clearance of overgrown vegetation and culvert would only be addressed when it became a highway issue.

In answer to a question he agreed to find out when Marine Parade would be top dressed.

He also raised concern regarding the poor workmanship with the Fibredeck used along the Bickington to Instow main road.

He stated that the locality grants budgets had been cut from £25,000 to £10,000.

39 REPORT OF DISTRICT COUNCILLOR B MOORES

Councillor Moores updated the Council on the following issues:

Galsworthy House – NDC considered that whilst the wall has deteriorated it is not in such a condition to require formal action to be taken.

Property in Lane End Road – NDC considered that the property though unkempt was not in a condition to require formal action.

Pump Station – the scaffolding has been taken down and a shell remains the NDC considered that the condition did not impact on the amenities of the locality to an extent that warranted formal action.

The Sands – NDC are looking at the condition of the building to ascertain whether action can or cannot be taken.

40 MINUTES

It was **RESOLVED** that the minutes of the meeting held on 16th May 2013 be approved as a correct record and signed and signed by the Chairman.

41 MATTERS ARISING FROM THE MINUTES

a) Minute 27 (a) - Dogs on the Beach: -

The Clerk reported that he had met with Andrew Millie (NDC) who had stated that without the consent of the land owner dogs could not be banned from the sand dunes. He however stated that if any Member of the Public witnessed a dog fouling in the Dunes or on the beach and were willing to give details of the offence and car registration details etc and follow the case through if necessary to court the ND Council would take action.

He also stated that if there was a persistent offender on a particular day and time the dog warden would attend if required.

b) Minute 27 (b) - Beach Users Awareness Sign and Leaflet

Councillor Harrison reported that he had obtained costings for three sizes of signs.

300mm x 200mm £11.00 per sign
 300mm x 450mm - £13.00 per sign
 400mm x 600mm - £25.00 per sign

RESOLVED that 4 signs be purchased size 300mm x 200mm at a cost of £44.00 approx

c) Minute 27 (c) - Flood Prevention – Boathouse Flood Defence Gates: -

It was noted that the Environment agency had been chased but there had been no response to date

d) Minute 27 (d) - Lane End/Lane End Road: -

The name change was accepted and that NDC be requested to write and advise all residents of the name change.

e) Minute 27 (e) - IPC's Self Help Emergency Plan (SHEP) Update

Consideration of this item was deferred in the absence of Councillor Renshaw.

f) Minute 27 (f) - Dog Bins

The Council noted the locations of the 9 Dog Bins in the Parish.

The Clerk and Councillor Harrison updated Council on the meeting with Andrew Millie (NDC) and the Dog Warden.

It was noted that the Dog Warden was to meet Councillor Harrison on site to discuss the location and number of bins in the Parish.

g) Minute 27 (g) Consultation with Christie's: -

Councillor Moores informed Council that a letter had been sent to Christie Estate requesting a meeting to discuss a joint approach to beach management but to date no response had been received.

42 BEACH CLEANING TENDER

The Clerk informed Council that 7 tenders had been received for the Beach Cleaning Contract and that the Working Group appointed to open the tenders had recommended that the lowest tender be accepted.

A copy of the tenders received had been previously circulated to Councillors.

The Council stated that it was committed to monitoring the contract on a weekly rota basis.

It was agreed that Councillor Vandersteen put together a checklist based on the tender document for all Councillors to use and sign.

RESOLVED that the Beach Cleaning Contract be awarded to the lowest tenderer.

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

- a) The Council considered an e mail from Mr Harper regarding the purchase of an hour meter for the tractor.

It was agreed that it was not necessary to purchase an hour meter for the tractor as it was the quality of the job that was paramount.

- b) The Council noted the receipt of two phone calls regarding dog fouling on the beach/dunes.
- c) The Council noted an e mail from Mr Harper regarding the repairs to the roof of the Boathouse Bus Shelter. It was also noted that the roof had been repaired.
- d) The Council considered an e mail from Mr Mellor regarding the switching off of the street lights at an earlier time and for a longer period.
- e) The Council considered an e mail from Councillor Champion regarding the removal of the abandoned yacht Masquerade, the elderly person signs on Marine Parade and a blot on the landscape at Elm Terrace.

It was noted that the Masquerade would be removed in the next couple of weeks.

It was agreed to remove the elderly persons signs along Marine Parade.

- f) The Bathing water results were noted. It was agreed that Councillor Green would give an overview of the data at the next meeting.
- g) The Council noted the update on Galsworthy House outlined earlier in the meeting.
- i) The Council considered an e mail from the EA requesting information on visitor numbers.

It was agreed that such information was not readily available and that it would not help the Parish as Instow was not primarily a bathing beach.

- j) The Council noted an e mail from Protect Congleton Civic Society regarding support for a petition for amendments to the National Planning Policy Framework.

44 FINANCE

1. INCOME

Car Park Takings	Period ending 17 th May 2013	£	234.10
Ditto	Period ending 24 th May 2013	£	545.10
Ditto	Period ending 31 st May 2013	£	874.80
Ditto	Period ending 7 th June 2013	£	1,028.10
Ditto	Period ending 17 th June 2013	£	588.55
EON Insurance	Adjustment to Policy refund	£	124.96
Bank Interest	April/May 2013 Interest	£	1.60
	<u>TOTAL</u>	£	<u>3,397.21</u>

2. EXPENDITURE: -

Mr. B Keane	Village Handyman	£	786.00
Mr P Cook	Beach Cleaning	£	450.00
Mr P. Cook	Ratchet strap for tractor	£	7.80**
Mr D Budd	Grass Cut (No 3)	£	320.00
Mr G. May	Tractor Garaging April – June 2013	£	115.20*+
M.Isaac	Clerk Expenses	£	160.13
Mole Valley Farmers	Tractor repairs	£	62.46*

Shaw and Sons Receipts & Payments Book	£	70.80+
Archant (South West) Advert	£	57.00++
	<u>TOTAL: -</u>	£
<u>2,029.39</u>		

Key: -

***VAT £10.41, ** VAT £1.30, +VAT £11.80, ++VAT £9.50, *+VAT £19.20**

3. BANK – STATEMENT OF ACCOUNTS: -

Lloyds Bank Treasurers a/c no. 02348842 as @ 30.5.13 (Statement) = £42.93*
 Lloyds Bank Business a/c no. 02350065 as @ 20.5.13 (Statement) = £19,398.70 +

Key: -

*** According to Clerk's records this is £1.93 (x1 cheque for £41 (799) uncashed).**

+ According to Clerk's records this is £22,560.21 as at 17 6.13.

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 £2,030 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):

-

Clerk advised that the draft lease was still in progress.

45 PLANNING

- a) EXTENSION OF TIME LIMIT FOR IMPLEMENTATION OF PLANNING APPLICATION 41172 FOR OUTLINE APPLICATION FOR ERECTION OF 7 DWELLINGS TOGETHER WITH IMPROVED ACCESS & VISIBILITY WORKS ON TO QUAY LANE, MOLLANDS GARAGE, QUAY LANE, INSTOW

Noted that the Application was APPROVED.

b) INSTOW CONSERVATION AREA MANAGEMENT PLAN.

The Council considered the draft Instow Conservation Area Management Plan.

It was agreed to submit any comments to the Clerk.

46 MATTERS RAISED AT THE DISCRETION OF THE CHAIRMAN

- a) It was agreed that the Litter Bins along Marine Parade needed repairing.
- b) It was reported that there was a dinghy at the bottom of the slipway that was in a dangerous condition and needed to be removed.
- c) It was reported that the Instow in Bloom frame needed to be removed and that Atturm had agreed to help with its removal.

There being no other business the meeting was closed at 9.25 p.m.

Chairman

Dated: -