

**MINUTES OF A MEETING OF INSTOW PARISH COUNCIL HELD AT
INSTOW PARISH HALL ON
THURSDAY 19th MARCH 2015 AT 7.30pm**

Present: - Councillor Moores (Chairman)

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

Councillor Biederman DCC

Mr M Isaac (Clerk).

In Attendance: 12 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.

162 OPENING OF THE MEETING

The meeting was declared open by the Clerk.

163 APOLOGIES

Apologies were received from Councillors Johns and Renshaw.

164 COUNCILLOR DECLARATION OF INTERESTS

There were no declarations of interest announced.

165 POLICE REPORT

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

Crime Report: -

For the period between 17th February 2015 and 18th March 2015 there had been no reported crime.

166 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 issue was raised:

It was stated that it was the Councils Policy not to publish minutes until they had been approved. A plea was made to alter this policy as there had been some errors that had not been noticed.

1. In December last mention was made to the May 2013 minutes re expanding the Instow development boundary. Those minutes made reference to a SLAAR document. It was found out from the Clerk that this document does not exist. The document that should have been referenced was the SHLAA (Strategic Housing Land Assessment Availability). It was requested that that acronyms should be spelt out before being used.

It was asked has the development boundary been re-defined?

2. In the minutes of July and September 2013 under Expenditure we have two Julys and no September.

3. In February, 2014 under Expenditure the figures do not add up i.e. the sum quoted at the bottom does not tally with the figures quoted

4. In the December 2014 minutes it was noticed that the monies from the ransom strip £60,000 would be used to resurface the car park and its long term maintenance. As the money from the ransom strip was used for building the charter toilets (£70,000) in 2005 where did this ransom strip money come from?

5. In January 2015 reference was made to the 99 year lease by NDC to IPC. Have NDC changed their minds?

A Parishioner pointed out that that a requirement was being introduced in April for draft minutes to be published within 28 days of a meeting.

It was also noticed that the December minutes were not on the website.

It was asked when were the 3 proposed development sites included in the Local Plan? Councillor Green outlined the SHLAA process undertaken by NDC.

It was reported that the next monthly beach clean would be on 28th March. It was also reported that the Village People were to assist with the refurbishment of the Old Signal Box and its continuous upkeep. An open day was to be arranged.

167 REPORT COUNTY COUNCILLOR F. BIEDERMAN

Councillor Biederman reported that he had been appointed to Chair a DCC Task Team on Employment for Young People (16-24 years).

He also reminded Councillors that Child Sexual Exploitation was in every Community and to advise people to be aware and report any suspicious activities.

168 REPORT OF DISTRICT COUNCILLOR B MOORES

Councillor Moores stated that he had no NDC issues to report

169 **MINUTES**

It was **RESOLVED** that the minutes of the meeting held on 19th February 2015 be approved as correct record and signed by the Chairman.

170 **MATTERS ARISING FROM THE MINUTES****Minute 157 Proposed Website**

The Council noted an e mail from Councillor Vandersteen outlining practical tips and options for a website.

Councillor Vandersteen outlined the things that should definitely be included in a website those that may be included and those that perhaps should not be included.

It was agreed to progress the provision of a Parish Council website and that Councillor Vandersteen undertake further research and report back to Council.

Review of Dogs on the Beach

The Chairman stated that it had been previously proposed that the issue of dogs on the beach should be reviewed before the summer season, but due to it being a contentious issue he now proposed that the review be put off until after the Council elections. Council agreed this proposal.

171 **MEETING WITH SMITHS GORE**

Council noted the minutes of a meeting with James Dennis, Smiths Gore updating the Council of Christie Estate issues.

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

- a) Council noted an E Mail from Councillor Champion re provision of an outside fitness centre on land adjacent to the Tarka Trail and the commemoration of the role Instow Parish in training troops for D Day landings.

It was agreed that Councillor Champion pursue the commemoration of the role Instow Parish in training troops for D Day landings with the Maritime Museum and Twinning Association and report back to Council.

- b) Council noted a letter from DEFRA regarding de- designation of Instow Beach
- c) Council considered an E Mail from Mr Glover requesting that the IPC Grass contractor cuts the Orchard when the other wild flower beds are cut.

It was agreed to seek a quote from the contractor to cut the area.

- d) Council noted a letter from All Saints Chapel and Community Centre and an e mail from Mr Cantle of behalf of the Instow and Westleigh News thanking the Council for its grant support.

173 FINANCE

The Council agreed/noted the following payments/receipts:

1. INCOME: -

Car Park Takings	Period ending	20 February 2015	£	871.30
Car Park Takings	Period ending	16 March 2015	£	954.20
D.C.C	PROW Grant		£	500.00
NDC	TAP Fund		£	576.56
<u>TOTAL</u>			£	<u>2,902.06</u>

2. EXPENDITURE: -

Mr. B Keane	Village Handyman	£	174.80
Mr M. Isaac	Clerks Expenses	£	47.84
JJ Bins	Dog Bin Emptying	£	50.70
North Devon Council	Clerk Salary Recharge + Admin	£	770.28*
North Devon Council	Printing Charges	£	6.78
Archant	Grass Cutting Tender Advert	£	144.00
<u>TOTAL: -</u>			£ <u>1,194.40</u>

Key: -

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*£1.29 VAT

3. BANK – STATEMENT OF ACCOUNTS: -

Lloyds Bank Treasurers a/c no. 02348842 as @ 27.2.15 (Statement) = £954.91*
 Lloyds Bank Business a/c no. 02350065 as @ 23.12.14 according to (Statement) =
 £30,719.72 +

Key: -

* According to Clerk's records this is £173.90.

+ According to Clerk's records this is £28,782.27 as at 19.2.15.

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. GRANTS AND GRASS CUTTING TENDERS

Council considered the recommendations of the Finance Sub Committee held earlier in the evening in respect of Grant applications and the grass cutting tender.

RESOLVED:

- a) That the following grants be awarded:

- i) Instow Village People/Community on Show: Refurbishment to the Old Signal Box £1,200
 - ii) Instow in Bloom: Provision of a new Community Notice Board and Plum tree £280
 - iii) Appledore/Instow Ferry: Provision of radio equipment £500
- b) That the tender for the grass cutting contract be awarded to Mr Budd as the lowest tender received.

5. RESOLUTION REQUIRED: -

RESOLVED that £1,190 be transferred from Lloyds Bank Business account number 02350065 to Lloyds Bank Treasurers account number 02348842 to cover cheques as at 2 above

6. LEASE OF MARINE (QUAY) CAR PARK FROM NDC TO IPC:-

The Chairman reported that the legal matters needed to be sorted and the Leader and Chief Executive of NDC assumed that the lease would be completed by the end of the month.

174 PLANNING

Council noted that there were no Planning Applications for consideration.

175 MATTERS RAISED AT THE DISCRETION OF THE CHAIRMAN

The following issue was raised:

- A. It was reported that the small area of land opposite Bridge Lane was no longer tended by Mr Fry. It was agreed to send a letter of thanks to Mr Fry for his work in keeping the area looking neat and tidy and in bloom for many years.
It was also agreed to ask the Village people if they would be able to look after the area.
- B. It was noted that there was a Boat that had rotted away at the end of Down End Road. It was agreed to ask Councillor Green if he could investigate and seek its removal.
- C. It was noted that the muddy verges along Anstey way following recent the Gas pipeline works had been reported.
- D. It was noted that John Bennett (Ramblers Association) had agreed to take Parish Councillors on a walk along the Parish footpaths.

There being no other business the meeting was closed at 9.12 p.m.

Chairman

Dated: -

