

**MINUTES OF A MEETING OF INSTOW PARISH COUNCIL HELD AT
INSTOW PARISH HALL ON
THURSDAY 21st NOVEMBER 2013 AT 7.30pm**

- Present: -** Councillor Moores (Chairman)
- Councillors Crombie, Green, Mrs Hackett, Harrison, Renshaw, 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.

92 OPENING OF THE MEETING

The meeting was declared open by the Clerk.

93 APOLOGIES

Apologies were received from Councillors Champion and Johns.

94 COUNCILLOR DECLARATION OF INTERESTS

There were no declarations of interest announced.

95 POLICE REPORT

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

Crime Report: -

For the period between 17th October and 20th November there had been no recorded crimes.

The following incidents had occurred:

- Highway Disruption (Mud on road, B3233) 2 x reports (same incident)
- Hit and Run Road traffic collision Vehicle vs. vehicle Marine Parade
- Anti-Social Behaviour neighbourhood dispute
- Highway Disruption (road flooded, B3233)
- Vehicle Causing obstruction
- Suspected drunk driver 2 x reports (same incident)
- Vehicle Parked dangerously (marine parade)
- Antisocial behaviour vehicle playing loud music.

- Report of abuse towards Dog
- Obstruction to health care visitor / concern for welfare

96 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 Parish Hall Notice Board

A Parishioner stated that a name plate with Instow Parish Council on had not yet been placed on top of the Notice Board by the Parish Hall. It was reported that quotes were being sought for the provision of two new Notice Boards; one outside the Parish Hall and the other by the car park.

Events

A Parishioner reported that two special events were occurring in 2014; Ceremony to mark 100 years since the start of the first World War in Mid-August and the 70th D Day Celebrations on 6th June and a further event in September 2014 at which the Marines would attend and a special film shown.

It was stated that the War Memorial was in good condition. Tidying up work was required with weeding etc and chippings placed around the Memorial and a grant of £100 was requested towards the provision of the chippings.

July Minutes

A Parishioner stated that the July minutes stated that the Beach Cleaner had collected bags of rubbish from the beach but that this was incorrect and she had collected them.

Open Letter from Christie Estates

A Parishioner asked why an open letter from Christie Estates had not been published by the Parish Council. The Chairman stated that the Parish Council had only been copied into the letter and the letter was not addressed to the Council.

97 REPORT COUNTY COUNCILLOR F. BIEDERMAN

Councillor Biederman reported the following:

The overtaking lining approaching the bollards on Anstey Way was being investigated.

The white lining of Marine Parade had commenced but work had stopped but no reason had been given.

The resurfacing of Marine Pared had been signed off by DCC but the outstanding issues had been raised.

The broken bollard on Anstey Way had been logged as a safety defect.

The Main Road would be pressure washed to remove excess bitumen when the temperature rose to 10 degrees.

It was reported that the paving blocks across the road outside Marine Court were very uneven.

He also reported that there was a highway safety awareness training course on Friday 6th December at the Civic Centre and that DCC were promoting Fostering

98 REPORT OF DISTRICT COUNCILLOR B MOORES

Councillor Moores updated the Council on the following issues:

He reported that he, Councillor Biederman and the Parish Clerk had met with Denise Daniels from DCC and walked around the Village highlighting the highway issues raised.

He stated that the following issues had been raised:

The surface dressing issues had been identified
 The drainage issues at the Marine Parade/Anstey Way junction
 Agreement for the provision of a bus shelter on Anstey Way
 Identified the hedges/verges that needed to be included in a schedule of works
 Agreement to work with DCC regarding sand clearance/build up by the Boathouse.

He also stated that the Street lighting problem along Marine Parade was being actioned.

99 TAPELEY ESTATE

The Chairman welcomed Hector Christie to the meeting.

He stated that unfortunately communications between the Parish Council and the Estate had broken down. The Estate had a large land holding in the Parish and there were a number of issues of concern to the Council that needed to be addressed. He further stated that the Council wished to set up a working group of Councillors and representatives of the Estate to discuss the issues.

Mr Christie stated he was willing to look at the issues of concern. The trust had appointed Smith Gore of Taunton to assist in looking at issues of the Estate with the current agent focusing on other Estate issues.

It was agreed that the Council would document the issues of concern and send them to Mr Christie to raise with Smith Gore.

100 MINUTES

It was **RESOLVED** that the minutes of the meeting held on 17th October 2013 be approved as a correct record and signed and signed by the Chairman.

101 MATTERS ARISING FROM THE MINUTES**a) Minute 84(a) - Litter Bins**

The Clerk reported that he and the Chairman had a meeting with NDC Officers.

It had been agreed that the litter bins along Marine Parade needed replacing and that one of the two bins near the signal box should be relocated to the entrance to the Sandhills car park.

A contribution towards the new litter bins from the Parish Council was requested.

A quote from Glasdon for 4 new bins at £2,198.95 + vat was circulated.

It was agreed that the proposed litter bins from Glasdon were suitable and that a contribution be made towards the cost.

b) Minute 88(a) Adoption of Kiosk

It was agreed not to pursue the adoption of the kiosk.

c) Minute 88(d) Palings on the Sand Dunes

It was agreed to leave the existing fencing in place until spring and then undertake a review and tell the Beach Cleaner not to scrape the strandline in front of the dunes but to hand pick it for plastics only.

d) Minute 91(b) Dog Bins

Information regarding size and type of Dog Bins were circulated to all Councillors. The Clerk advised that £1,100 had been earmarked from the TAP Fund to purchase bins. On-going costs with Fremington PC Contractor would be £1.20 per bin to empty and each bin would be emptied twice a week giving an annual cost to empty 3 bins of £375.

It was agreed that the new bins should be green and as large as practicable (in consultation with NDC) and that a contract to empty them be agreed with the Fremington PC Contractor.

102 CAROL SERVICE

It was noted that the Carol Service would be held on Sunday 8th December 2013.

It was agreed that the proceeds of the evening would be split between North Devon Hospice, RNLI (Appledore Branch) and Northam Lodge.

103 TRACTOR SERVICE

It was agreed to obtain quotes for the annual tractor service.

104 SNOW WARDENS

It was agreed see if there was a procedure for Snow Wardens.

The Clerk was asked to ascertain if one existed.

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

- a) The Council noted an E mail from the EA outlining the Bathing Water Results for the South West.

Councillor Green stated that he had attended a seminar in Bathing Water Seminar in Ilfracombe. There was to be a new EU Directive that stated that if a pollution incident was predicted and signs erected to that effect water sample results would be disregarded.

- b) The Council noted a letter from AON Insurance regarding snow clearance, salting and gritting.

106 FINANCE

The Council agreed/noted the following payments/receipts:

1. INCOME: -

Car Park Takings	Period ending 18 th October 2013	£	660.60
Ditto	Period ending 1 st November 2013	£	420.75
Ditto	Period ending 15 th November 2013	£	219.00
<u>TOTAL</u> :-			<u>£ 1,300.35</u>

2. EXPENDITURE: -

Mr B Keane	Village Handyman	£	207.00
Mr P. Cook	Beach Cleaning	£	225.00
Mr D. Budd	Grass Cutting	£	160.00
North Devon Council	Clerk Salary Payment + Payroll Admin (September)	£	656.69*
North Devon Council	Printing Charges (October)	£	8.62
BT	Telephone Bill	£	109.54
SSE Contracting	Light replacement – Car Park	£	68.39+
K. Holland	Remembrance Wreath	£	17.00
Parish Online	Annual Fee	£	12.00
M. Isaac	Clerk Expenses (October)	£	53.27
<u>TOTAL: -</u>			<u>£</u>
<u>1,517.51</u>			

Key: -

***£1.29 VAT**

+£11.40 VAT

3. BANK – STATEMENT OF ACCOUNTS: -

Lloyds Bank Treasurers a/c no. 02348842 as @ 1.11.13 (Statement) = £117.69*
Lloyds Bank Business a/c no. 02350065 as @ 1.10.13 (Statement) = £29,804.11 +

Key: -

* According to Clerk's records this is £117.69 Uncashed cheque 840 £115.20.

+ According to Clerk's records this is £29,737.46 as at 21.11.13.

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: -

IPC to **RESOLVED** that £1,518 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:-

A report will be going to NDC Executive on 3rd December 2013 to amend NDC Capital Programme to allocate £60,000 to the Parish Council.

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

It was noted that obtaining the required evidence to support a claim to the Land Registry was proving difficult (there are no title deeds) and the Solicitor was writing to DCC explaining the problems and seeking a way forward.

107 PLANNING

There were no planning applications to be considered.

108 MATTERS RAISED AT THE DISCRETION OF THE CHAIRMAN

The following issues were raised:

- (a) It was noted that the Finance Sub Committee had met and a budget for 2014/15 drafted.
- (b) Councillor Harrison agreed to explore possible sites for a children's play area.
- (c) It was agreed that Councillor Green would circulate a draft letter and list of issues to be sent to Tapeley Estate.
- (d) It was noted that there was a large hole and gaps in the Sea Wall by the Cricket Club. It was agreed to include this in the list of issues to raise with Tapeley Estate

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

Chairman

Dated: -

