

**MINUTES OF A MEETING OF INSTOW PARISH COUNCIL HELD AT
INSTOW PARISH HALL ON
THURSDAY 17th OCTOBER 2013 AT 7.30pm**

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

76 OPENING OF THE MEETING

The meeting was declared open by the Clerk.

77 APOLOGIES

Apologies were received from Councillors Renshaw and Vandersteen.

78 COUNCILLOR DECLARATION OF INTERESTS

There were no declarations of interest announced.

79 POLICE REPORT

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

Crime Report: -

For the period between 19th September 2013 and 17th October there had been 3 reported crimes:

Possession of drugs, an attempted burglary and an assault of ABH.

80 PARISHIONERS

The Clerk explained that there was 15 minutes set aside for this item with parishioners being given precedence over members of the public.

There were no questions raised by Parishioner.

81 REPORT COUNTY COUNCILLOR F. BIEDERMAN

Councillor Biederman reported the following:

A meeting had been held between DCC and COLAS the contractor for the resurfacing of the main road from Bickington to Instow. It had been agreed that COLAS would undertake intermediate works to remove excess bitumen and improve skid resistance. A review would be undertaken in early spring to determine the best way forward and detailed proposals would be prepared for approval by DCC.

The white lining of Marine Parade was being chased and two drain covers needed to be raised. It was reported that there was a raised area outside Marine Court that needed attention.

It was agreed that Councillor Biederman and Councillor Moores meet with the DCC Officers to inspect the surface dressing and highlight issues of concern.

He stated that DCC were prepared to consider the provision of a Bus Shelter along Anstey Way subject to the Parish Council taking on the future maintenance.

It was agreed that the Parish Council would be prepared to take on the maintenance of the new bus shelter and would prefer an open type shelter.

Councillors expressed concern regarding activities being undertaken within the bus shelters ie use as a toilet and agreed to look at the possibility of installing motion sensors to light them up when people entered the shelter.

Concern was also expressed regarding the DCC maintenance of the verges and overgrown hedges and the problem of cars overtaking along the stretch of road from Kiln Lane to the army camp and nearly hitting the traffic calming island. It was suggested that double white lines should be marked on the road. Councillor Biederman agreed to raise these issues with DCC.

Councillor Biederman also reported that DCC were reviewing the use of access to In house day services as use had dropped.

82 REPORT OF DISTRICT COUNCILLOR B MOORES

Councillor Moores thanked Councillor Biederman for getting the sand cleared from outside the bus shelter opposite the Boat House

Councillor Moores updated the Council on the following issues:

He reported that he had attended a Parish Forum where the Leader of DCC John Hart reported that DCC had to make savings of £100 million over the next 3 years and the Leader of NDC Brian Greenslade reported that the District Council had to make savings of £2 million over the same period. The District Council budget would be reduced from £15.5M in 2010 to £10M by 2016.

He also updated Council on the outstanding planning enforcement cases and reported that the Local Plan would be adopted by August 2014.

He raised two highway issues regarding access to Rectory Lane during the drop off and pick times from the school and the clearing of the beach drainage outlets by the Parish

Council and the possible purchase of a scraper to undertake the work for the Parish Council tractor.

It was agreed that these issues as well as the on going issue of sand on the pavement and highway would be raised as part of the meeting with DCC Officers.

Council agreed to invite Hector Christie to attend the next or subsequent Parish Council meeting to discuss issues of concern to the Council.

83 MINUTES

It was **RESOLVED** that the minutes of the meeting held on 19th September 2013 be approved as a correct record and signed and signed by the Chairman subject to it being noted in minute 75 that the new Vicar Keith Brimacombe has pastoral responsibilities for Instow as well as Westleigh.

84 MATTERS ARISING FROM THE MINUTES

a) Minute 71 - Litter Bins

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

b) Minute 72(i) – Security Light in Car Park

The Clerk reported that the light had been repaired.

85 PROPOSED COMMUNITY GROUP

Mr Mills informed Council that there were a number of people in the Parish who would be willing to volunteer to keep the Parish clean and tidy. The only costs involved would be hire of equipment and cleaning materials. They were not sure as to the best to take the idea forward.

It was suggested that the group should contact the Community Council of Devon, ND Voluntary Service and Roundswell Residents Association to how to take the idea forward.

The Parish Council considered that it was an excellent initiative and supported the proposal in principle.

86 SAND ON PAVEMENT/HIGHWAY

It was noted that this item had been considered under minute 82 above.

87 PARISH NOTICE BOARDS

It was agreed that the replacement of 2 Parish Notice Boards needed to be progressed and quotes sought for their replacement.

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

- a) The Council considered an e-mail from Mr Harper regarding the adoption of the kiosk outside the Round House and adjacent to the jetty.

It was agreed that the Clerk find out if the kiosk would be available for adoption.

- b) The Council noted E mails from Mr and Mrs Harrison and Ms Thomas regarding the closure of the Sandhills Car Park. It was also noted that the e mails had been forwarded directly to Hector Christie.
- c) The Council noted an E mail from NDC regarding a Free Flooding Conference on Friday 1st November 2013.
- d) The Council noted an E mail from Andy Bell regarding the pailings on the sand dunes. The pailings were repaired but have subsequently been vandalised. There will be a small cost to the Parish Council to have them repaired.

The Council expressed concern that the pailing had not been successful and considered that they should not be repaired but removed and sought Andy Bell's opinion as to the best way forward.

89 **FINANCE**

The Council agreed/noted the following payments/receipts:

1. INCOME: -

Car Park Takings	Period ending 19 th September 2013	£ 340.15
Ditto	Period ending 30 th September 2013	£ 931.60
Precept and NDC	Grant October 13 – March 14	£ 5,348.35

TOTAL :- £
6,620.10

2. EXPENDITURE: -

Mr B Keane	Village Handyman	£ 153.00
North Devon Council	Clerk Salary Payment + Payroll Admin (September)	£ 656.69*
North Devon Council	Printing Charges (September)	£ 11.84
Murch Brothers	Tractor Repairs	£ 123.85**
EDF Energy	Electric Bill	£ 58.49+
Brian Thorne and Sons	Tractor Repairs	£ 201.47++
M. Isaac	Clerk Expenses (September)	£ 45.72
G. May	Tractor Garaging (July – September 13)	£ 115.20*+

TOTAL: - £
1,366.26

Key: -

**£20.64 VAT

*£1.29 VAT

+£2.79 VAT

++ £33.58

*+£19.20 VAT

3. BANK – STATEMENT OF ACCOUNTS: -

Lloyds Bank Treasurers a/c no. 02348842 as @ 1.10.13 (Statement) = £1.75*
Lloyds Bank Business a/c no. 02350065 as @ 1.10.13 (Statement) = £29,804.11 +

Key: -

* According to Clerk's records this is £1.75.

+ According to Clerk's records this is £29,804.11 as at 17.10.13.

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 transfer £1,367 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 Chairman and Clerk have been in contact with NDC Solicitor but nothing further to report on lease since last meeting.

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

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The IPC Solicitor has been advised by DCC that the conveyance to IPC (and therefore title) only covers part of the Recreational Field and want to see title before proceeding. The IPC Solicitor has advised that the way forward is for IPC to try and register IPC's title with the Land Registry. The Solicitor has been authorised to take this action.

90 PLANNING

a) 56203 EXTENSION TO DWELLING WITH BALCONY OVER, 3 WHITE HOUSE CLOSE, INSTOW

Recommended that the Application be APPROVED

b) 56350 EXTENSION TO DWELLING, FAIRVIEW, ANSTEY WAY, INSTOW

Recommended that the Application be APPROVED

91 **MATTERS RAISED AT THE DISCRETION OF THE CHAIRMAN**

The following issues were raised:

- (a) The need to resurrect the Snow Warden scheme
- (b) That 2 additional dog bins be sought along Marine Parade by the gap in the wall and by the Marine Base along Anstey Way to replace the one relocated to the Slipway to the beach
- (c) Are there plans for a children’s play area. No land currently available possible site, the triangular area next to Atturm.

There being no other business the meeting was closed at 9.30 p.m.

Chairman

Dated: -