

**MINUTES OF A MEETING OF INSTOW PARISH COUNCIL HELD AT
INSTOW PARISH HALL ON
THURSDAY 18th SEPTEMBER 2014 AT 7.30pm**

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

In Attendance: 15 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.

65 OPENING OF THE MEETING

The meeting was declared open by the Clerk.

66 APOLOGIES

Apologies were received from Councillors Crombie, Harrison and Renshaw.

67 COUNCILLOR DECLARATION OF INTERESTS

There were no declarations of interest announced.

68 MEETING WITH CHRISTIE ESTATES AGENT

James Dennis, Smiths Gore Agent for Christie Estates updated the Council on the issues raised and an overview of the Public Consultation the previous evening regarding the proposed development of 3 sites at the North end of the Village.

Public Consultation Event

He stated that in excess of 120 people attended the public consultation and 40 forms returned to date. The views varied widely to those in favour to those totally against any development. There was support for affordable homes especially on the site adjacent to the Marine Base, support for provision of Bungalows and public open space/play area. Concern was expressed regarding layout, overlooking, open market housing not being second or holiday homes, flooding and the management of the open space, school places, parking, drainage/sewage and increase in traffic.

He further stated that when the public views have been analysed he would report back to the Parish Council at its next meeting.

The Chairman stated that a further public consultation evening would be held when the planning applications have been submitted.

Play Area

It was stated that a Play Area would be provided in the draft design for the development of the site adjacent to the Tarka Trail.

School

It was stated that the Estate were keen to improve facilities at the School and co-operate in moving matters forward.

Car Park

It was stated that the car park was now open but recognised that work was required to bring up to a better standard.

Sand at North End

No progress had been made to date regarding reducing the level of the sand opposite the Boat House.

Condition of the Quay

It was noted that a meeting had been arranged with interested parties to discuss the condition of the Quay.

Existing Properties

It was reported;

The Pump House – Possible demolition and provision of Parking

Methodist Church – There structural problems that needed to be addressed.

Sea Wall

It was noted that work would soon commence on the Sea Wall.

69 POLICE REPORT

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

Crime Report: -

For the period between 16th July 2014 to 2nd September 2014 there had been one reported crime of driving whilst unfit due to drugs.

70 **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:

Peter Yeo informed the Council that Instow in Bloom would be unfortunately winding up this autumn. He would however continue to look after the planters and a separate group of volunteers would look after the orchard. He reported that the apple juicing event would be held on 25th October

The Chairman thanked Peter and the Instow in Bloom volunteers for their excellent work over many years.

A Parishioner asked when a report on the beach cleaning would be considered by the Council. The Chairman stated that a beach cleaning review report would be considered at the October/November meeting

A Parishioner asked if the alterations to the Instow Conservation Area had been implemented. It was agreed to send an updated map to the Parishioner. It was also asked if the Self Help Emergency Plan equipment included the generator.

It was further asked when the lease for the Car Park would be signed as it had been on-going for many years.

The Chairman reported that the agreement with NDC stated that the Parish Council would pay service charges for toilet cleaning irrespective of whether or not the lease had signed. A further requirement of the lease was also that the sum of money to be received by the Parish Council was to be used to maintain the Car Park and undertake resurfacing works up to the NDC Garages. The pot hole was outside one of the Garages and NDC saw this as part of the lease requirement that the Parish Council repaired the pot hole. This sum was to be deducted from the monies to be received to maintain the car park.

The Parish Council though willing to meet its agreed obligations and pay the required monies agreed to with-hold payments until the lease was signed.

NDC considered that the Parish Council was not acting in the spirit of the agreement and stated that it would consider not going forward with the lease and put it on hold.

Following a meeting between Councillor Moores, Councillor Green and the Clerk with Councillor Greenslade, Councillor Cann and Diana Hill (Head of Property and Technical) it was agreed that to progress the matter the PC would pay the monies required. The understanding was that the lease would be progressed and no report would go to the Executive unless there would be major changes.

However no further progress had been made by NDC who were now taking a further report to an Executive meeting.

It was agreed that a letter be sent to Councillor Greenslade seeking the present position regarding the lease of the Car Park.

A Parishioner asked why all NDC Car Parks stopped charging at 6 p.m. whilst the Instow Car Park was 24 hour charging. It had also been noted that 2 vehicles of a local businessman and Councillor had been parking without valid tickets and that there appeared to be no enforcement.

The Councillor stated that due to family reasons there had been an oversight and once the matter had been brought to his attention 2 annual season tickets had been purchased and payments back dated.

The Chairman stated that as the lease had not been signed the Parish Council had no control over enforcement and that the charging period would be reviewed.

The condition of the Signal Box and the damage to the bollards on the slipway was also raised. It was agreed that the Clerk would draw these matters to the attention of the appropriate people

71 REPORT COUNTY COUNCILLOR F. BIEDERMAN

Councillor Biederman reported that he would be meeting with DCC Officers and the Police and residents to look at the parking problems around New Road and that missing rural signs was still a problem

72 REPORT OF DISTRICT COUNCILLOR B MOORES

Councillor Moores reported that he had attended a Twinning Association event; that there had been no progress on the Sands Nursing Home application and that the sand on the pavement opposite the Boat House had been reported to DCC

73 MINUTES

It was **RESOLVED** that the minutes of the meeting held on 17th July 2014 be approved as a correct record and signed and signed by the Chairman.

74 MATTERS ARISING FROM THE MINUTES

a) Minute 58 DCC Traffic Management Marine Parade

Councillor Biederman reported that DCC Officers were drawing up various scheme options for report to a future Parish Council meeting..

b) Minute 61 New Tractor

It was agreed not to take any further action at present regarding the purchase of a new tractor.

The Clerk reported that the Beach Contractor was prepared to service the tractor and power wash the tractor for £200.

It was agreed to seek additional quotes for the tractor service and the Chairman to accept the lowest quote

75 THE QUAY

Councillor Champion reported that repairs were required to the Quay which he had reported the James Dennis, Smiths Gore and a meeting had been arranged with all interested parties.

76 HIGHWAY ISSUES

Councillor Champion stated that at the southern entrance to the village it has long been evident that the traffic calming measures in place are not sufficient deterrent for the 'speedsters' who either roar away from the village or race into it and that some form of 'Rumble strip' would perhaps be more effective

Councillor Biederman stated that a case would need to be built and incidents needed to be reported via 101 service. He also stated that if evidence could be provided to him he would take the matter to the Highways and Traffic Orders Committee.

77 EMERGENCY PLAN

In the absence of Councillor Renshaw this item was deferred to the next meeting

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

- a) The Council noted a letter from Barnstaple Town Council regarding a Planning and Environment School on Saturday 11th October 2014 9.15 am – 3.30 p.m.
- b) The Council noted an E Mail from A Ludlow regarding Dogs on Instow Beach
- c) The Council noted a poster regarding Transport Services for Cancer Patients.
- d) The Council noted an E Mail from North Devon Homes. Regarding an invitation to their 14th Annual General Meeting at the Barnstaple Hotel, Braunton Road, Barnstaple on Friday 26 September 2014 at 11am
- e) The Council considered an invitation from North Devon Council's Overview and Scrutiny to attend a joint meeting of the Overview and Scrutiny Committee on 1st October 2014 at 10:00 a.m. at Riverbank House, Bideford: -

It was noted that Councillors Green and Harrison would be attending

79 FINANCE

The Council agreed/noted the following payments/receipts:

1. INCOME: -

Car Park Takings	Period ending	17 July 2014	£	841.00
Ditto	Period ending	28 July 2014	£	2,059.20
Ditto	Period ending	4 August 2014	£	1,073.20

Ditto	Period ending	11 August 2014	£	1,084.65
Ditto	Period Ending	18 August 2014	£	1,043.70
Ditto	Period Ending	29 August 2014	£	1,206.85
Ditto	Period Ending	8 September 2014	£	1,503.55
Ditto	Period Ending	15 September 2014	£	1,022.50
Ditto	Weekly Parking Permits		£	720.00
<u>TOTAL</u>			£	<u>10,554.65</u>

2. EXPENDITURE: -

August and September

Mr. B Keane	Village Handyman (August/September)	£	1,043.50
Mr M. Isaac	Clerks Expenses	£	91.78
Mr D Budd	Grass cutting (August/September)	£	680.00
Mr P Cook	Beach Cleaning (August/September)	£	960.00
AON	Tractor Insurance	£	389.02
BT	Phone Bill	£	137.79
G. May	Various Works	£	494.40+
Brewer Harding and Rowe	Rec Field Lease	£	290.00*+
JJ Bins	Dog Bin Emptying	£	101.40
Metric	Car Park Machine Repair	£	144.38
North Devon Council	Clerk Salary Recharge + Admin	£	1,357.34*
<u>TOTAL: -</u>			£ <u>5,689.61</u>

Key: -

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*£2.58 VAT

+£82.40 VAT

*+£50.00 VAT

3. BANK – STATEMENT OF ACCOUNTS: -

Lloyds Bank Treasurers a/c no. 02348842 as @ 31.7.14 (Statement) = £8,889.01*
 Lloyds Bank Business a/c no. 02350065 as @ 3.7.14 according to (Statement) =
 £21,964.86 +

Key: -

* According to Clerk's records this is £.

+ According to Clerk's records this is £27,920.51 as at 18.9.14.

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 £2,200 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:-**

See minute 70 above

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

Noted that the lease agreement had been completed.

80 PLANNING

- a) 57860/57861 Planning and Listed building applications extension to Pavilion North Devon Cricket Club, Sandhills, Instow

Council noted that the Planning Sub Committee had recommended Approval to the above applications.

- b) 57741 Extension to Dwelling, Astral House, Instow

Council noted that the Planning Sub Committee had recommended Approval to the above application

- c) 57785/57786 Planning and Listed Building Application for extension & alterations to Dwelling (amended design to that approved by listed building consent 57324) 2 Victoria Terrace, Marine Parade

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

- d) 56939 Variation of condition 2 (Landscaping/boundary treatment details) attached to planning permission 50903, 5 Chichester Close, Instow

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

81 MATTERS RAISED AT THE DISCRETION OF THE CHAIRMAN

The following issue was raised:

- A. The dates for the closure of Quay Lane were queried.
- B. Litter Bins. It was considered that additional Litter Bins were required at the North end of the Village and at the other end on the way out towards Bideford.

- C. The Instow Spatial Strategy was queried regarding additional dwellings for the Parish. It was stated that an additional 23 were included.

There being no other business the meeting was closed at 9.18 p.m.

Chairman

Dated: -