

20 October 2016

**MINUTES OF A MEETING OF INSTOW PARISH COUNCIL HELD AT
INSTOW PARISH HALL ON
THURSDAY 20th OCTOBER 2016 AT 7.30 pm**

Present: - Councillor Moores (Chairman)

Councillors Mrs Clements, Crombie, Green, Mrs Hackett, Johns,
McCrum, Renshaw and Vandersteen

Mr M Isaac (Clerk)

In Attendance: 7 Parishioners/members of the public.

78 OPENING OF THE MEETING

The meeting was declared open by the Clerk.

79 APOLOGIES

There were no apologies.

80 COUNCILLOR DECLARATION OF INTERESTS

There were no declarations of interest announced.

81 POLICE REPORT

There were no incidents to report.

It was agreed that as the Police were unable to attend meetings due to lack of resources the item be not included on future agenda.

82 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:

Save our Hospital Services

A Parishioner informed the Council that there would a 'Red Day' Campaign Day on Saturday 22nd October from 11 a.m. – 4 p.m. in Barnstaple to draw a red line against proposals to remove all key services from North Devon District Hospital

Councillor Moores stated that he had attended a meeting with Alison Diamond and letters had been sent by all NDC group leaders expressing the District Councils concerns and objections to the proposals.

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Planning Application Marine Parade, SWW Sewage system

A Parishioner asked if South West Water had at the request of NDC Planning Committee obtained an independent sewage system report in relation to the pony field ?

Councillor Moores stated that he was not aware that this had been obtained but was required before the outline consent could be issued.

NDC Planning Committee

A Parishioner expressed concerns regarding NDC granting Planning permission for cladding of buildings in a Conservation area

Bus Shelters

A Parishioner sought an update on the provision of bus shelters along Anstey Way. It was stated that the matter was currently being actioned by Councillor Biederman.

83 REPORT COUNTY COUNCILLOR F. BIEDERMAN

In the absence of Councillor Biederman there was no DCC Report.

84 REPORT OF DISTRICT COUNCILLOR B MOORES

Councillor Moores reported the following:

- a) That the Freedom Centre in Barnstaple was no longer providing accommodation for rough sleepers overnight when temperatures are below zero for 3 consecutive nights. The District Council was looking for an alternative solution.
- b) That he and NDC Councillor Jones had met with Alison Diamond, Chief Executive North Devon Health Trust regarding the proposed loss of services at North Devon District Hospital

In answer to a question regarding the s106 and provision of a play area at the Marine Parade application site he stated that he had spoken to the NDC Planning Officer regarding the search for an alternative site and that approximately £17,000 had been allocated for a play area/open space provision.

85 MINUTES

It was **RESOLVED** that the minutes of the meeting held on 15th September 2016 be approved as a correct record and signed by the Chairman.

86 BEACH MANAGEMENT

The Chairman stated that following a number of complaints regarding dogs on the beach NDC Councillor Cann had been attended the meeting at the request of the Parish Council in order to assist and suggest a way forward that would be acceptable to all beach users.

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Councillor Cann stated that following discussions with NDC Officers that consideration be given to making Instow beach a Dog friendly beach.

He suggested that a way forward would be to set up a working party comprising of representatives of the Parish Council, NDC Officers, Christie Estate, MOD and a Dog organisation to put together options for a voluntary scheme for the Parish Council to consider.

It was agreed that the Beach Management Sub Committee lead the process and that representatives from other interested parties ie NDC, Christie Estate, Dog walkers group to explore options for the way forward

87 BENCH POLICY

The Council considered a report by Councillors McCrum and Mrs Clements regarding a new bench policy.

It was agreed:

- a) That the donated benches must be:
 - i) of Traditional Park Bench design to fit in with the Instow Conservation Area.
 - ii) of heavyweight design & construction suitable for heavy use by the public and the weather conditions on Instow seafront.
 - iii) constructed of Teak and have tightly fitted mortise & tenon joints fixed with teak dowels.
- b) That only 1.5 meter Balmoral Benches supplied by Lindsey Teak be accepted for placement on Marine Parade and that potential donors be provided with the discount information offered by the retail arm of the supplier.

88 MATTERS ARISING FROM THE MINUTES

- a) Minute 69 Footpath Anstey Way Update
In the absence of Councillor Biederman this matter was deferred to the next meeting
- b) Minute 69 Marine Parade Sea Wall Update
In the absence of Councillor Biederman this matter was deferred to the next meeting
- c) Minute 69 Bus Shelters Update
In the absence of Councillor Biederman this matter was deferred to the next meeting
- d) Minute 73 (b) Faded Road Signs Update
In the absence of Councillor Biederman this matter was deferred to the next meeting
- e) Minute 73 (f) Beach Sign – Content
Councillor Green stated that the proposed sign had been agreed in principle but the content regarding the statutory requirement of the Environment Agency regarding the water quality results were awaited. The other information regarding facilities/businesses in the village previously drafted had been updated

It was agreed that the final content of the sign be deferred until the required wording from the EA had been received and that Councillor Vandersteen explore Signage Company suppliers who can design a sign that can be easily updated/amended when

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required.

- f) Minute 74 (b) Micro Orchard
The Clerk reported that following an e mail conversation with Mr Glover he had suggested that the first cut be in June and the winter cut in October.
It was agreed that the 2 cuts be in June and October each year
- g) Minute 74 (e) Car Park Charges/Times of Operation 2017/18
It was agreed that there be no changes to the charges or hours of operation for 2017/18
- h) Minute 74 (f) Car Park/Toilets Management Sub Committee: Appointment
The appointment of a Sub Committee was deferred to the next meeting.
- i) Minute 74 (g) Neighbourhood Plan Next Steps
The Council noted an E Mail from Graham Townsend regarding Neighbourhood Plans the next steps.
It was agreed that Councillor McCrum be appointed to research the way forward

89 CORRESPONDENCE

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

- a) The Council noted an E Mail from Bruce Newport regarding the Instow Beach de-designation
- b) The Council considered an E Mail from Peter Hosegood, Beach Contractor in response to a .request to collect rubbish dumped along the lane just passed the Cricket Club near the second beach on a fortnightly basis.

It was noted that the Contractor would clear the rubbish for £50 a month.

It was agreed that an approach be made to Christie Estate informing that the Parish Council would be happy to collect rubbish dumped on land just passed the Cricket Club near the second beach; Estate land for £50 per month

It was agreed to request the Beach Contractor to service and clean the tractor at the end of the season.

The Council in accordance with standing order 5 agreed to continue the meeting past 9.30 p.m. in order to complete the remaining business on the agenda

90 FINANCE

The Council agreed/noted the following payments/receipts:

1. INCOME: -

Car Park Takings	Period – 8 September 2016 to 26 September 2016	£	1,965.30
Car park Takings	Period – 26 September 2016 to 13 October 2016	£	955.85

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TOTAL: **£ 2,921.15**

2. EXPENDITURE: -

Mr. B Keane	Village Handyman	£	211.60
North Devon Council	Clerk Salary Recharge +Admin	£	703.58*
North Devon Council	Printing	£	8.84
M. Isaac	Clerks Expenses	£	47.15
JJ Bins	Dog Bin Emptying	£	100.50
EDF	Electricity to Car Park Meter	£	59.32+
Mrs Moores	Toilet Supplies	£	209.34*+
T Hart	Toilet Cleaning	£	300.00

TOTAL: - **£ 1,640.33**

Key

*£1.29VAT
+£2.82VAT+
*+£34.89VAT

3. BANK – STATEMENT OF ACCOUNTS: -

Lloyds Bank Treasurers a/c no. 02348842 as @ 28.9.16 (Statement) = £1,179.56
Lloyds Bank Business a/c no. 02350065 as @ 28.9.16 (Statement) = £104,600.61 (includes £59,592.00 for Car Park/Toilets)

Outstanding cheque payments 1192 £25.00

NB: - IPC to note that £10,000 was re-invested (until 10.5.17) to a higher interest account (1.25%) within Lloyds TSB

4. RESOLUTION REQUIRED: -

It was **RESOLVED** that £2,000 be transferred from Lloyds Bank Business account number 02350065 to Lloyds Bank Treasurers account number 02348842 to cover cheques as at 2 above.

5. AUDIT

The Council noted that the External Auditor had agreed and signed off the Accounts for 2015/16

91 PLANNING

- a) Application 61800 Dormer Window to rear elevation, Jearrold Cottage, Lane End Road, Instow

The recommendation of No Objections by the Planning Sub Committee was noted and agreed.

- b) Application 61843 Extension & Alteration to dwelling together with creation of vehicular access & off road parking area, Beach Cottage, Lane End Road, Instow

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The recommendation of No Objections by the Planning Sub Committee was noted and agreed subject to the proposal being in accordance with the Conservation area.

92 TRACKER

The tracker was noted and agreed that it should be in a landscape format

93 MATTERS RAISED AT THE DISCRETION OF THE CHAIRMAN

The following issues were raised:

- a) That the toilets in the Car park had been vandalized
- b) Local Green Space for Northam, Appledore and Westward Ho! – Designation
The Chairman circulated a paper from Mr Champion regarding a request to support the protection of the historic battle field of Northam 1069. This matter was deferred to the next meeting

There being no other business the meeting was closed at 9.50 p.m.

Chairman

Dated: -