

**MINUTES OF A MEETING OF INSTOW PARISH COUNCIL HELD AT
INSTOW PARISH HALL ON
THURSDAY 19th JANUARY 2017 AT 7.30 pm**

Present: - Councillor Green (In the Chair)
Councillors Mrs Clements, Mrs Hackett, Johns, McCrum and Renshaw
Mr M Isaac (Clerk) and DCC Councillor Biederman

In Attendance: 6 Parishioners/members of the public.

121 OPENING OF THE MEETING

The meeting was declared open by the Clerk.

122 APOLOGIES

Apologies were received from Councillors Crombie, Moores and Vandersteen.

123 COUNCILLOR DECLARATION OF INTERESTS

There were no declarations of interest announced.

124 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:

Bus Shelters

A Parishioner asked for an update/information on the new Bus Shelters.

The Clerk stated that this matter would be raised by Councillor Biederman as part of his DCC report

Planning Applications – Marine Parade and Anstey Way

A Parishioner stated that he had noticed signs that the Marine Parade and Anstey Way development sites had been sold by the Estate to another developer

He further stated that the developer of the 135 homes at Yelland opposite Lagoon View had sent out letters to residents inviting them to attend public meetings in Fremington and Instow to discuss their planning proposals.

It was hoped that the developer of the 2 sites in Instow would hold a similar public consultation on their proposals.

The Chairman stated that before the sale could go through the s106 agreement would need to be agreed and signed. The applicant needs to demonstrate to NDC that the flooding issues can be resolved.

It was agreed to write to the Estate/Preferred Developer to request that when the sale has been completed the developer holds a public meeting outlining their proposals.

Lane End Toilets

A Parishioner reported that a resident had told him that they were unable to use the Lane End toilets due to their filthy condition and had to use the Marine Parade Car toilets instead which were very clean and tidy.

It was agreed to inform NDC of the state of the Lane End toilets and ascertain how often they are cleaned during the winter months

Planning

A Parishioner stated that he had been informed that Local District Council's now had to be more careful when approving planning applications to avoid any approval having a detrimental effect on adjacent properties as they would be responsible for any problems.

Councillors stated that there had no fundamental change to the Planning rules and the Planning Officers had to have regard to any objections received, but could over rule them.

The Sands: Update

Councillor Green reported that the Councillor Moores in his capacity as District Councillor had met with the Planning Officer yesterday and NDC were looking to pursue further actions.

It was agreed that a letter be sent to NDC requesting that they take all necessary action to resolve this long outstanding problem as a matter of urgency to bring the property back into use as residential units and advise what action NDC intends to take and the timescales involved

Councillor McCrum declared an interest in the above matter as a neighbour to the property.

125 REPORT COUNTY COUNCILLOR F. BIEDERMAN

DCC Councillor Biederman reported the following:

Bus Shelters – That DCC had agreed to pay for all the new shelters and the footings would be in place soon.

Councillors had been sent details of costs and design.

He asked Mrs Shepherd if she would be prepared to fund a bench to the side of the Bus Shelter as the shelters were being paid for by DCC.

A Councillor stated that there was no bus timetables/information in the Bus Shelters along Marine Parade.

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It was agreed to ask the bus company Stagecoach to provide the information in the bus shelters.

Sand on pavement along Marine Parade

It was reported that the DCC view was that the sand on the pavement along Marine Parade and the clearing of the drainage outlets was the responsibility of the beach owner Christie Estate and that DCC would be writing and requesting them to clear the problem.

It was agreed that Councillor Biederman request that DCC write to the Parish Council outlining its position the grounds on which its views are based.

Footpath along Anstey Way

It was reported that DCC would be using the Community Pay Back scheme to clear the footpaths and cut the hedges along Anstey Way and also clean the graffiti off of the electricity box.

Faded sign

It was stated that DCC would use the Community Payback scheme to clean the sign

Other Issues

Councillor Mrs Hackett raised the following issues:

That a sign was required opposite Silver Threads advising people to look left and right before crossing; some of the white lines in the village had faded; and that people were speeding along Anstey Way. She also advised that the window of the Bus Shelter (at the Bideford end of the Village along Anstey Way) was dirty and needed cleaning.

126 REPORT OF DISTRICT COUNCILLOR B MOORES

The Clerk in the absence of the Councillor Moores reported the following on his behalf:

Handyman

That a small working party consisting of himself, Councillor Mrs Clements and the Clerk be appointed to review the job specification of the Handyman. The Council agreed the appointment of the working party.

Pony field: Update

That he had sent the information/photos and the comments of Mr Allen to the Planning Officer. He had also as District Councillor met with the preferred developer to discuss the provision of open space and play area. It was stated that the open space area would be a planted area and he requested that an off-site contribution be provided for a play area elsewhere in the Parish.

Car Park: Update

Councillor McCrum reported that he had read the lease and had compiled a number of questions that he would e mail to the members and the Clerk.

He stated that there were a few areas that needed immediate repair. The Clerk agreed to organise some temporary repairs to the most damaged areas of the car park surface which posed a danger to pedestrians

127 MINUTES

It was **RESOLVED** that the minutes of the meeting held on 8th December 2016 be approved as a correct record and signed by the Chairman subject to minute 117 (5) Grants being re-affirmed.

128 MATTERS ARISING FROM THE MINUTES

- a) Minute 111 Venn Cross to Tarka Trail footpath

Mr Jeremy reported that the footpath was an ancient path which goes from Venn Lane (Rectory Lane) across the road through the fields to the river. He stated that the footpath (a right of way historically a cart track and then a vehicular access to two chalets and defined to that width) should be re-established across the field with initially a livestock fence and then a hedgerow as part of a possible Community project

Mr Harper confirmed that the field belonged to Tapeley Estate

It was also stated that the footpath link to the Tarka trail as part of the Marine Parade application had been removed by NDC from the application.

It was agreed to raise the issue with Tapeley Estate at the next meeting to discuss estate issues

- b) Minute 111 Annual Parish Meeting: Date

The Clerk reported that the Annual Parish meeting must be held between 1 March and 1 June (both dates inclusive) and no earlier than 6.00 p.m.

It was agreed that the Annual Parish meeting be held on the same evening as the Annual Parish Council meeting at 6.30 p.m. and those presenting reports be given a maximum of 5 minutes to present their reports.

129 CORRESPONDENCE

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

There was no correspondence to report

130 FINANCE

The Council agreed/noted the following payments/receipts:

1. INCOME: -

Car Park Takings	Period – 28 November 2016 to 21 December 2016	£	523.20
Car Park takings	Period – 21 December 2016 to 12 January 2017	£	879.90
MOD	Lease	£	283.00
<u>TOTAL : -</u>			<u>£ 1,686.10</u>

2. EXPENDITURE: -

Mr. B Keane	Village Handyman	£	184.00
North Devon Council	Clerk Salary Recharge +Admin	£	703.58*
North Devon Council	Printing	£	9.76
P. Hosegood	Beach Cleaning	£	180.00
J. Mayhew	Dog Bin Emptying	£	72.00
M. Isaac	Clerks Expenses	£	50.79
T Hart	Toilet Cleaning	£	300.00
South West Water	Water Charges Toilets	£	411.98
Instow Parish Hall Committee	Grant	£	333.00
Instow PCC Burial Ground	Grant	£	666.00
All Saints Community Centre	Grant	£	150.00
Instow, Westleigh and West Yelland Parish News	Grant	£	417.00
K. Hopkins	Repairs to Toilets	£	177.50
<u>TOTAL: -</u>			<u>£ 3,655.61</u>

Key

*£1.29VAT

3. BANK – STATEMENT OF ACCOUNTS: -

Lloyds Bank Treasurers a/c no. 02348842 as @ 30.12.16 (Statement) = £3,017.46
Lloyds Bank Business a/c no. 02350065 as @ 22.12.16 (Statement = £98,884.88 (includes
£59,592.00 for Car Park/Toilets)

Outstanding cheque payments None

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: -

RESOLVED, that £2,100 be transferred from Lloyds Bank Business account number 02350065 to Lloyds Bank Treasurers account number 02348842 to cover cheques as at 2 above.

5. CHRISTMAS CAROL SERVICE

It was noted that £167 was collected.

RESOLVED that the Parish Council contribute £103 and the total sum of £270 divided equally between the 3 chosen charities (ND Hospice, Appledore Lifeboat and Northam Lodge).

131 **PLANNING**

- a) Application 62229 Variation of condition 2 (Holiday Occupancy restriction) attached to planning permission 26050 & condition 3 (Holiday Occupancy restriction) attached to planning permission 28413 (Conversion of redundant Barns to form 2 holiday units and extension to existing dwelling) to allow holiday unit to be used as a dependant relatives annexe, Huish Moor, Huish Lane, Instow.

Resolved that the recommendation of the Planning Sub Committee of No objections be agreed

- b) 62336 Listed Building Consent for replacement of rotted wooden internal flooring with solid floor system, Galsworthy House, Marine Parade, Instow

Resolved that the recommendation of the Planning Sub Committee of No objections be agreed

- c) 62390 Listed Building Consent for replacement/repair of render, Galsworthy House, Marine Parade, Instow

Resolved that the recommendation of the Planning Sub Committee of No objections be agreed

- d) NDC Local Plan Consultations:

The Council noted the following consultation documents:

Call for Potential Traveller Sites;

Draft Traveller Site Assessment Methodology; and

Draft North Devon and Torridge Community Infrastructure Levy Charging Schedules and Regulation 123 Lists.

132 **TRACKER**

The tracker was noted.

It was agreed that the Finance report be e-mailed to Councillors on the Monday preceding the Council meeting.

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

There were no issues.

There being no other business the meeting was closed at 9.38 p.m.

Chairman

Dated: -