

**MINUTES OF A MEETING OF INSTOW PARISH COUNCIL HELD AT THE
PARISH HALL, INSTOW ON
THURSDAY 20th APRIL 2017 AT 7.30 pm**

Present: - Councillor Moores (Chairman)
Councillors Crombie, Mrs Clements, Green, Mrs Hackett and McCrum
Mr M Isaac (Clerk) and DCC Councillor Biederman

In Attendance: 14 Parishioners/members of the public.

1 OPENING OF THE MEETING

The meeting was declared open by the Clerk.

2 APOLOGIES

Apologies were received from Councillor Johns, Renshaw and Vandersteen.

3 COUNCILLOR DECLARATION OF INTERESTS

There were no declarations of interest announced.

4 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:

Lane End Road – Parking Problems

Parishioners raised concerns regarding the parking problems along Lane End Road which had worsened since the introduction of yellow lines and requested that a residents parking scheme be introduced. Parking for residents was a nightmare.

A Parishioner stated that in his view the introduction of yellow lines had made White House Close to the top of Lane End Close a lot better and safer.

Councillor Biederman stated that he would be happy to undertake a consultation with the Parish Council and residents regarding the introduction of a residents parking scheme for Lane End Road.

Sand at the Quay Car Park

A Parishioner asked who had dumped sand by the wall next to the flower bed at the Quay Car Park.

It was reported that it had been put there by the Village People. It was agreed that it would be removed.

5 REPORT COUNTY COUNCILLOR F. BIEDERMAN

DCC Councillor Biederman reported the following:

Councillor Biederman thanked the Parish Council for its support over the past 4 years. He stated that he was grateful to the Parish Council for getting the sand cleared from the road and pavement. The DCC had had no response from the Estate but if re-elected he would seek to arrange a meeting between all interested parties to discuss the matter.

A Parishioner raised concerns at cyclists cycling on the pavements and the need for appropriate signage to be erected.

It was agreed to write to DCC and the Devon & Cornwall Police regarding the problem.

Concern was also raised regarding vehicles parking on the pavement up to Bridge Lane along Anstey Way

6 REPORT OF DISTRICT COUNCILLOR B MOORES

Councillor Moores reported the following:

That the Boundary Commission had visited North Devon and was looking at the ward population ratios to the number of District Councillor's. North Devon Council had decided to reduce the number of District Councillors from 43 to 41.

In answer to a question he stated that the Sands was work in progress and NDC Planners were looking to force the owner into doing something with the site.

7 MINUTES

It was **RESOLVED** that the minutes of the meeting held on 16th March 2017 be approved as a correct record and signed by the Chairman.

8 MATTERS ARISING FROM THE MINUTES

- a) Minute 156 Sand removal, Marine Parade: Update. To note the following:
- i) To note that a meeting with DCC Officers would be arranged after the DCC Elections.
 - ii) That NDC Solicitor be asked why he does not consider it is in NDC interest to provide legal support in this instance.

It was noted that a written response was still awaited but following a conversation with the Clerk it had been stated that it was considered that there would be a conflict of interest as the District Council worked closely with DCC.

- iii) That a private Solicitor be approached for an estimated cost of taking legal action.

The following response from a local Solicitor was noted. Costs are in cases like this very difficult to predict. For a basic Court application and the hearing, a figure of £1500 should be allowed for, but if this were to become a contested hearing the costs could escalate considerably.

- iv) That Christie Estate be approached with regard to paying the legal costs, if the Parish Council applied to the Magistrates for an order.

It was noted that there had been no response to date from Christie Estate

- v) That only the £500 grant from DCC be spent on clearing the sand from Marine Parade.

It was noted that Vanstones had been contracted to clear the sand on the pavement and road.

It was noted that the Marines agreed to clear the sand on the beach side of the wall.

It was reported that the sand behind the Bus Stop opposite the Boathouse had not been removed.

The Chairman stated that he and the Clerk would be meeting the Marines CO the following week

- b) Minute 157 (6) Replacement Car Park Machine: Update

It was noted that information from Martin Williams NDC regarding negotiations with the Contractor was awaited

Concerns were raised regarding Camper Vans parking overnight along Marine Parade

It was agreed to take this matter up with Councillor Biederman.

9 BEACH INSPECTION ROTA 2017

The Council considered the Beach Inspection Rota.

Resolved, that the beach inspections continue and that the rota and check list as circulated be agreed and adopted.

24 April	26 June	28 Aug	Will Vandersteen	29 May	31 July	Pearl Hackett
1 May	3 July	4 Sept	Brian Moores	5 June	7 Aug	Gill Clements
8 May	10 July	11 Sept	Anthony Johns	12 June	14 Aug	Michael Green
15 May	17 July	18 Sept	Neil Crombie	19 June	21 Aug	New Cllr
22 May	24 July	25 Sept	Eddie Renshaw			

10 BEACH MANAGEMENT WORKING GROUP

The Council considered the report of the Beach Management Working Group held on 18 April 2017

Councillor Green reported the following:

Criteria for Beach Inspections

Councillors inspect the beach each week in accordance with a rota during the period when the beach cleaner is contracted to clean the beach, and the Working Group has been asked to set criteria for these inspections.

Since the purpose of the inspections is to check that the beach cleaner is performing the job in line with his contract.

RESOLVED that the following recommendation of the Working Group that the inspections relate to the contract requirements, summarised as follows be adopted:

1. Area to be cleaned

The section of Instow Beach to be cleaned is from The Quay to the North Devon Cricket Club Ground, including the sand dunes, and between the strandline (i.e. the high water mark reached by the tide each day) and the land-ward side of the beach, as shown on the map.

2. Objective

The objective is to remove all significant items of rubbish from the beach so as to render the beach a safe and pleasant area for recreational activities by members of the public. The task involves:

- (a) the hand picking of plastic, glass and other man-made debris on the flat area along the whole length of the beach, including the removal of items that are a health hazard.
- (b) scraping the strandline from the Quay to Lane End Road (A to B on the attached map) to clear the beach of natural materials.
- (c) removing rubbish from the sand dunes.

The Clerk should be informed of any item that cannot be removed because it is too large or toxic (including dead animals).

3. Disposal of rubbish

For the purpose of disposal, rubbish should be divided between natural materials and man-made materials. Small natural materials may be pushed down the beach to be washed away by the tide. Larger natural materials may be deposited on the beach close to the sand dunes on the sea-ward side so as to provide a base for building up the sand dunes. Man-made materials are to be put in sacks at a designated point on Marine Parade for disposal by North Devon Council.

4. Beach Inspections

The contract states that the beach will be checked regularly during the season by representatives of the Council for cleanliness and to ensure that the contractor's responsibilities are being met, and any deficiencies will be brought to the attention of the contractor.

Response to DEFRA Consultation on De-designation of Instow Beach

DEFRA has informed the Parish Council that it is considering a proposal to remove Instow from the list of designated bathing waters and, as part of this process, it is holding a consultation. It has issued a consultation document that explains the background. Using the latest water quality standards the water on Instow beach would have been classified as Poor in 21 out of the last 22 years and is likely to be classified as Poor in future years. The Parish Council is a consultee and the Working Group considered the appropriate response.

RESOLVED that the following recommendation of the working group be adopted:

That Instow Parish Council is in favour of Option 2: to remove Instow from the list of bathing waters and of issuing advice against bathing before the 2017 bathing season. As noted in the consultation document, Instow is a popular and well-used beach. Its extensive area of soft sand makes it attractive to families with children and for general recreational use. However it has long been recognised that it is not an ideal beach for bathing. This is not just because of the consistent record of poor water quality but also because, being on an estuary having a rise and fall of tide of up to 7 metres, there are strong tidal flows.

The Council can see no point in delaying the de-designation of Instow beach as a bathing water given the probability that the water quality will continue to be graded poor in future years.

Dogs on Instow Beach

The Parish Council last considered this issue in October 2015. Decisions were taken at that meeting not to alter the Council's policy on this matter but to reconsider its position after 18 months. Since 18 months have now passed, the Working Group has considered the matter, aided by taking soundings from a number of parishioners who are regular beach users. In making the recommendation set out below, the Working Group has taken into account the following:

1. The parishioners consulted were all of the opinion that the number of dogs on the beach has increased significantly during the 18 month period.
2. Past consultations with parishioners and beach users have given rise to numerous comments about dogs being out-of-control and being a nuisance to families with children, citing experiences such as dogs going to the toilet next to families picnicking, running through picnics and knocking children down. The Parish Council continues to receive complaints from beach users about dogs being a nuisance to children. The Working Group sympathised with the comment of one beach user that "dogs and children don't mix".
3. The Working Group noted that several parishioners have said that they will not take their children/grandchildren to Instow beach because of bad experiences with dogs.
4. The Working Group recognised that Instow beach, having an extensive area of soft sand, is an attractive playground for children and for general recreation. The beach is sufficiently large that designating a part of the beach as a dog-free zone would still allow a substantial area to be available for dogs, and would achieve the objective of making the beach both child-friendly and dog-friendly.

The Working Group therefore recommended that the Parish Council requests North Devon Council to create a Public Spaces Protection Order under the terms of the Anti-Social Behaviour, Crime and Policing Act 2014 covering that part of Instow beach between the Quay and Lane End Road specifying that dogs are not permitted in this area from 1st April to 30th September in each year.

Under the terms of the Act, North Devon Council would be required, before making the Public Spaces Protection Order, to consult the Chief Officer of Police, community groups and the owner or occupier of land within the restricted area. The Order would have a duration of three years.

RESOLVED:

- a) The recommendation of the beach management working group to request North Devon Council to create a Public Spaces Protection Order (PSPO) under the terms of the Anti-Social Behaviour, Crime and Policing Act 2014 to restrict dogs on part of Instow beach be not accepted at this stage
- b) That NDC be consulted about the feasibility of seeking a PSPO to restrict dogs on parts of Instow beach and what evidence would be required to support an application for such controls
- c) That Christie Estate be informed of the Council's decision to consult NDC about the feasibility of a PSPO.
- d) That subject to advice from NDC, IPC would carry out a new simpler consultation of all Instow residents on the options for imposing controls on dogs on Instow beach as the last consultation was over four years old.
- e) That when the advice has been received from NDC, the Parish Council will consider the issues again and decide whether to request NDC to create a PSPO and on what terms.

Beach Signs

The Working Group considered that the present statutory notice displayed at the entrance to the beach, which included advice against bathing, was adequate and there would be no need to alter the notice unless and until de-designation was approved

11 CAR PARK/TOILET WORKING GROUP

The Council considered the report of the Car Park/Toilet Working Group held on 5 April 2017

Councillors Crombie and McCrum reported the following:

- a) That the ticket machine should be replaced as a matter of urgency.

The new machine would be Solar Powered and will cost less money to purchase but involve continuing expense on replacement batteries.

The card payment facility whilst it might generate a little extra revenue it would also involve significant extra operational costs to the card processing company.

- b) Look at the possibility of block off left hand entrance as you look at the car park with your back to the road. Right hand entrance is approximately 7 metres wide so two cars can pass each other. Other car parks in the area have only one entrance/exit. Use chain link so that it can be moved in an emergency or if experiment does not work. Put up high visibility signage to advise public of this change and also HGVs who will not be able to use car park as a roundabout, as is the case at present. As a VERY rough estimate, the car park takes about £30000 per annum and has 30 spaces. This means the extra 3 to 4 spaces created would generate £3/4000 per annum. The cost of this action would be minimal, i.e. length of chain link, locks, etc. and can be done quickly. The concrete bollards at rear of car park could possibly be used.
- c) Tarmac car park surface. Before going out to tender, ascertain from a surveyor (who will not be involved in tendering process) a rough/ball park figure for cost. At present we have no idea. Discuss with Martin Williams(NDC) the industry standard for size of spaces and look at possibility of repositioning the pathway to the toilets alongside the left hand wall (as you stand with back to the road). Path is shown on drawings but difficult to see on the ground. Change spaces along the rear wall so that cars are parallel to the toilets. This should create another 2/3 spaces.

It was pointed out that the repositioning of the pathway to the toilets would require a gap to be created at the north end of the front wall.

It was agreed that sign should be erected pointing to the toilets as visitors to the village are often not aware that they are there.

- d) The cost of tarmacking will give some idea as to whether we can afford to look at the possibility of repositioning the toilets by the bus shelter at a later date. Money needs to be spent on them at some point so could address this question then.

It was suggested that the above thoughts/proposals are discussed with Martin Williams to see if viable and not contravening any regulations, etc. He can advise on how many disabled spaces will be required and their size. A surveyor/engineer may need to be engaged to write the specification for tarmacking surface.

Conclusion

If the above suggestion/thoughts prove to be viable, the extra spaces generated should increase annual income by about £5/6000 per annum. As mentioned earlier, the cost of blocking one entrance will be minimal and we have to resurface anyway. Extra spaces/white lines could be put in as an interim measure.

RESOLVED that:

- a) That the report be noted and agreed
- b) That in principle subject to consent from NDC the left hand entrance to the car

Park be blocked off.

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

12 CORRESPONDENCE

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

- a) The Council noted an E Mail from Mike Glover re the Orchard.

It was agreed to award a grant of £200 for this year (to be reviewed next year) towards the strimming and maintenance of the Orchard.

- b) The Council noted an E Mail from NDC Planning Department advising that they are to stop sending paper copies of planning applications after 3 July 2017.

It was agreed that in the short term the Clerk get A4 size plans printed from NDC.

- c) E Mail from EA regarding the De designation of Instow Beach as a bathing beach.

See minute 10 above

- d) The Council noted an E Mail from Councillor Mrs Hackett regarding an approach from the Landlord of the Quay Inn in respect of the maintenance of the flower bed

- e) The Council noted E Mails from Mr C Harper regarding the road sweeping frequency and the condition of the recycling bins by the Quay Lane Slipway.

The Clerk stated that he had reported the issues to NDC.

It was stated that the litter bin by the Quay Lane Slipway had jagged edges and was dangerous

- f) The Council noted a tweet received by NDC regarding the overflowing dog bin at the Marine Slipway owned by the Parish Council.

It was agreed to purchase another dog bin and add the emptying to the existing contract.

The Council recorded its thanks to Tapeley Estate for their contribution towards collecting and disposing of rubbish dumped near the second beach.

- g) The Council noted an E Mail from NDC Head of Corporate and Community Services regarding changes to the waste and recycling service.

It was agreed to pass the information onto the Village People and the group who care for the Orchard.

- h) The Clerk reported the receipt of an e mail from Mr Jeremy regarding work being undertaken at 13 Old Rectory Close without Planning Consent.

It was agreed to report to NDC Planning Enforcement for investigation.

13 FINANCE

The Council agreed/noted the following payments/receipts:

1. INCOME: -

Car Park takings	Period – 10 March 2017 to 7 April 2017	£	1,515.35
Additional Car Park Income		£	79.70
Rubbish Collection near 2 nd Beach Contribution from Christie Est		£	300.00
Annual Car Park Tickets x3		£	450.00
DCC Grant	Sand Removal	£	500.00
<u>TOTAL : -</u>		£	<u>2,845.05</u>

2. EXPENDITURE: -

Mr. B Keane	Village Handyman	£	165.60
North Devon Council	Clerk Salary Recharge +Admin	£	703.58*
North Devon Council	Printing (Feb 17)	£	11.60
J. Mayhew	Dog Bin Emptying (Mar)	£	73.50
M. Isaac	Clerks Expenses	£	54.89
G.Clements	Payment for 5 weeks Toilet Cleaning (to Mrs Hart)	£	525.00
P Vanstone	Sand removal Marine Parade	£	600.00+
D. Budd	Grass Cutting	£	170.00
P. Hosegood	Removal of sand/clearance of rubbish 2 nd beach	£	80.00
Johns of Instow	Bin Bags	£	25.00
SW Water	Water Charges Toilets	£	283.63
Metric	Car Park Machine Tickets	£	80.28**
ND Yacht Club	Grant	£	500.00
<u>TOTAL: -</u>		£	<u>3,273.08</u>

Additional Payments Authorised (received after deadline):

D. Budd	Grass Cutting	£	340.00
P.Hosegood	Handyman duties/Beach Cleaning	£	707.34
Mrs J. Braddick	Toilet Cleaning	£	225.00

Key

- *£1.29VAT
- +£100.00VAT
- **£13.38VAT

3.BANK – STATEMENT OF ACCOUNTS: -

Lloyds Bank Treasurers a/c no. 02348842 as @ 30.3.17 (Statement) = £2,678.73
Lloyds Bank Business a/c no. 02350065 as @ 6.4.17 (Statement = £98,503.17 (includes
£59,592.00 for Car Park/Toilets)

Outstanding cheque payments 1257 £703.58, 1258 £14.28, 1263 £182.37 and 1264 £20.00 NB: - IPC to note that £10,105 was re-invested for 12 months in a fixed term deposit account (0.80%) within Lloyds Bank

4. RESOLUTION REQUIRED: -

RESOLVED that £3,270 be transferred from Lloyds Bank Business account number 02350065 to Lloyds Bank Treasurers account number 02348842 to cover cheques as at 2 above.

14 PLANNING

- a) 62771 Listed Building Consent for various works throughout the property, Galsworthy House, Marine Parade, Instow

The recommendation of the Planning Sub Committee of No Objections was agreed

- b) 62867 Listed Building Application Repairs to roof and replacement of roof tiles with natural slate, Galsworthy House, Marine Parade, Instow

The recommendation of the Planning Sub Committee of No Objections was agreed

- c) 62826 Extension to dwelling, Sailors, 8 Lane End Road, Instow

It was noted that the above application was being considered by the Planning Sub Committee

15 TRACKER

The tracker was noted.

It was stated that the Beach Cleaner when sweeping the sand on the pavements was throwing into the side of the road and not back onto the beach

It was agreed to send the tracker to Members in advance of the meetings.

16 MATTERS RAISED AT THE DISCRETION OF THE CHAIRMAN

It was reported that:

There was broken glass at the top of Kiln Close Lane

There were conflicting speed restriction signs in the Village

The hedge in Rectory Lane was overgrown and prickly.

There being no other business the meeting was closed at 10.15 p.m.

Chairman

Dated: -