

**MINUTES OF A MEETING OF INSTOW PARISH COUNCIL HELD AT THE  
PARISH HALL, INSTOW ON  
THURSDAY 20<sup>th</sup> JULY 2017 AT 7.30 pm**

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

**In Attendance:** 11 Parishioners/members of the public.

**50 OPENING OF THE MEETING**

The meeting was declared open by the Clerk.

**51 APOLOGIES**

Apologies were received from Councillor Vandersteen and DCC Councillor Biederman.

**52 COUNCILLOR DECLARATION OF INTERESTS**

There were no declarations of interest announced.

**53 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:

A Parishioner raised the following issues:

Pedestrian Gate opposite the Boathouse. When was the stonework going to be repaired? It was over 3 years since the gales caused the damage.

The Clerk stated that it was DCC responsibility and it had been reported on several occasions.

Sand covering the double yellow lines on the housing side of Marine Parade from the charter toilets to Lane End Road. Was there a reply from NDC regarding frequency of cleaning the roads? The Clerk stated that no reply had been received.

Charter Toilets – Unisex facility.

A toilet seat was missing and graffiti on the walls.

The clerk stated that he would report to NDC.

Picnic Area. Rubbish had not been cleared and the Cob House was still in a state of disrepair. There was also rubbish inside the building. Vegetation had also grown across the entrance. The Clerk stated that he would report to DCC

Rubbish at entrance to second beach. What should people do with their rubbish at the dumping point at the entrance to footpath 5? There are bits of black bags tied to the fence and a black hose that has been there for at least 2 months. There was also 3 bags full of rubbish on the ground.

The Clerk stated that he would speak to the Parish Handyman.

Grot Spots:

The Old Methodist Chapel, Anstey Way.

The second chalet the village side of the Atturm slip way has rubbish stored in the front for the past 2 months.

The Chairman stated that a change of use application had been submitted in respect of the Methodist Chapel. The Clerk would report the issue of rubbish in the front of the chalet to NDC.

WW2 Building just inside the gate to the second sand dunes. It had been noticed that cattle were using the building and the corrugated roof had fallen in endangering the cattle. Was the farmer aware of the problem?

Marine Car Park Toilets. The white plastic overflow pipe had been vandalised in cubicle No 2. The Clerk stated that he would get the handy man to repair.

A Parishioner stated that speed cameras were required along Anstey Way.

A Parishioner asked why Mr Sainsbury had been invited to attend a meeting with the NDC Planning Officer and why had his letter of objection not been reported to the Parish Council.

The Chairman stated that Mr Sainsbury had been invited by the Planning Officer as the resident most affected by any development and his letter was to NDC Planning Department and not the Parish Council.

The Parishioner also made comment regarding a comment made at the last meeting that a member of the public who was not a resident of the Parish could not express an opinion as he lived outside the Parish.

A Parishioner Mrs Cantle stated that she had collected a copy of the Draft Local Plan which could be viewed at her home.

## **54 REPORT COUNTY COUNCILLOR F. BIEDERMAN**

In the absence of DCC Councillor Biederman the Clerk read the following update report

1 - Many of you might have heard reports circulating on Tuesday night/ Wednesday morning on social media that two dogs had been deliberately poisoned on Instow Beach. I immediately looked into this late Tuesday night the Vets, Police and ND Council are completely unaware of such an incident. So it would appear to have been fake news.

2 - Bus Shelters. I hope you are pleased with the new shelters. I would like to thank Eileen Babcock at Fremington Parish Council for her help in ordering these and continually chasing the contractors, to finally get them erected.

3 - I visited Instow with a highway officer last week and showed them the visibility exiting Marine Parade onto Anstey Way opposite Silver Threads, she considered it safe and not a safety issue. It was clear in my mind, that we need to slow speeding vehicles down in this location and I have asked for a speed audit for that area to be done.

4 - DCC have still not heard back from Tapeley Estate for a meeting to discuss the ongoing management of sand coming off the beach onto the highway. They will chase them again.

Councillor McCrum stated that at a meeting with Andrew Woollacott, he had stated that the Estate had not heard from DCC following their letter sent in April which contradicted Councillor Biedermans report.

5 - I had a meeting with the traffic regulation orders team at County Hall, regarding residents parking for Lane End and part of Marine Parade. They have agreed to draw up a scheme for consultation with yourselves and residents. They hope to bring this to your October meeting, if you are agreeable.

6 - I also raised the issue of dangerous and obstructive parking at New Road, the Traffic Regulation team will look to extend the Double yellow Lines along the left hand side of the road as you go up New Road, this will also come to the Parish Council for consultation before putting it out to public consultation.

7 - The Hedge along to the Marine Base has again grown out making it virtually impossible to walk along, even though it is 3rd Party land causing the obstruction, and DCC will get the community pay back people to clear as soon as possible, as well as contacting the land owner to ask them to maintain it.

## **55                      REPORT OF DISTRICT COUNCILLOR B MOORES**

Councillor Moores reported the following:

That he had attended the Parish Forum at which there was a presentation by the Police on changes in crime patterns and a briefing on modern slavery.

That he would be attending a meeting on Counter Terrorism in September.

That the difficulties in the new recycling project had been ironed out and the pilot areas were working well with 3-weekly black bin collections.

That Parish grants would be phased out over the next 2 years.

That a meeting had been arranged with Mike Kelly, Collette Hall and the owner of the Sands on 4 August to find a way forward.

That Chichester Homes would be arranging an exhibition of the proposals for the Marine Parade site.

In answer to a question Councillor Moores replied that the recycling vehicles were enclosed to stop rubbish blowing out and NDC is responsible for road sweeping.

In answer to another question it was stated that DCC were responsible for the maintenance of street lights

**56** MINUTES

It was **RESOLVED** that the minutes of the meetings held on 15<sup>th</sup> June 2017 and 29<sup>th</sup> June 2017 be approved as correct records and signed by the Chairman subject to 'that the Parish Council be informed' being added to minute 40(a) of 15<sup>th</sup> June.

**57** MATTERS ARISING FROM THE MINUTES

a) Minute 44 Dog Bin Emptying

Consideration of this matter was deferred and the Clerk requested to seek the cost of the purchase and installation of another dog bin and for the increase in frequency of emptying the dog bins.

b) Minute 40 (c) and 45 Beach Survey Update

It was noted that the surveys had not yet been distributed due to a delay by the Post Office in registering and approving the pre-paid envelope.

It was agreed that the survey be distributed with the Parish Magazine with a return date of 31 August 2017 and that notices be placed in the Parish notice boards and on the web site.

**58** NORTH DEVON YACHT CLUB: USE OF BEACH

Councillor McCrum reported that he had received complaints that the ND Yacht Club at its Annual regatta at the end of May/beginning of June had taken up about 150 metres of the beach and had blocked the slipway by the flood gates thereby stopping people from getting onto the beach. People were also camping on the beach.

The Yacht Club had not asked the Parish Council for permission to use the beach and had not respected that the access to the beach should be maintained. Rubbish had also been left behind on the beach.

He asked if the Parish Council as managers of the beach should charge a fee for such use.

It was agreed to refer the matter to the Beach Management Working Group for consideration and report.

Councillors Green and Johns declared an interest in the above matter as Members of the ND Yacht Club

**59** GREEN WASTE COLLECTION CONCESSION FOR THE ORCHARD

The Clerk reported that the application to NDC for a green waste collection concession for the Orchard had been refused.

The Chairman considered that as the green waste collection was for community use and benefit the Parish Council should pay the cost for the collection.

A Parishioner asked whether for similar reasons, the Parish Council would pay for a green waste collection for All Saints Community Centre.

It was agreed that the Parish Council pay for a green waste collection for the Orchard and All Saints Community Centre at a cost of £72

## **60                    STANDING ORDERS/CODE OF CONDUCT: UPDATE**

Draft copies of the amended standing orders/code of conduct had been previously sent to Members.

Councillor Green outlined the proposed changes/amendments.

It was agreed that the amended standing orders/code of conduct be approved and adopted and that the Finance Working Party undertake a comprehensive review of the standing orders

## **61                    CORRESPONDENCE**

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

- a)        The Council considered a letter from Mrs Maccall regarding several issues.

It was agreed that the letter be acknowledged and to await a response from NDC Monitoring Officer.

- b)        The Council considered an E Mail from Mr Champion regarding traffic speeding and provision of a litter bin

It was noted that DCC Councillor Biederman has asked for a speed audit along Anstey Way.

Councillor Moores agreed to investigate the provision of a litter bin at each new bus shelter and meet with NDC Councillor Cann and report back to Council.

- c)        The Council considered an E Mail from Mrs Cantle re suggested date of Sunday 17 December 2017 for the Christmas Carol Service

It was agreed to hold the Annual Christmas Carol Service on 17<sup>th</sup> December 2017

- d)        The Council considered an E Mail from Mrs Cantle re ND Yacht Club Grant and clearing of verges Kiln Close Lane

The comments regarding the ND Yacht Club grant were noted.

It was agreed to ask Councillor Biederman to get the Community Pay Scheme to clear the verges in Kiln Close Lane.

- e)        The Council noted an E Mail from Martin Caddy re Picnic Area along the Tarka Trail

## Instow Parish Council Minutes 20 July 2017

Councillor Mrs Clements reported that DCC had cut the verges and orchard along the Tarka trail and replaced the bulb in the tunnel.

It was reported that the picnic area beyond the signal box was also overgrown.

- f) The Council considered an E Mail from Mrs Bell re issues relating to proposed restrictions of dogs on the beach

It was agreed that the e mail be acknowledged and noted.

- g) Councillor McCrum reported that an e mail had been received that afternoon from Bob Harrison regarding the beach sign and Defra information.

The receipt was noted but Members were unable to comment as it had not been seen. It was noted that Councillor Green was investigating the signage

### **62 FINANCE**

The Council agreed/noted the following payments/receipts:

#### **1. INCOME: -**

Car Park takings	Period – 6 June 2017 to 21 June 2017	£	1,794.95
Car Park Takings	Period – 21 June 2017 to 5 July 2017	£	1,306.60
Car Park Weekly Tickets	March – June	£	405.00
<b><u>TOTAL : -</u></b>		<b>£</b>	<b><u>3,506.55</u></b>

#### **2. EXPENDITURE: -**

North Devon Council Clerk Salary Recharge +Admin (including VAT £1.29)		£	711.01
D. Budd	Grass Cutting (July + Wild flower areas)	£	490.00
M. Isaac	Clerks Expenses	£	55.69
P. Hosegood	Beach Cleaning	£ 900.00	
	Handyman	£ 852.00	
	Clearance of rubbish 2 <sup>nd</sup> beach	£ 50.00	
		£	1,802.00
J. Braddick	Toilet Cleaning	£	300.00
Royal Mail	Envelope Response Licence (including VAT £ 19.00)	£	114.00
EDF Energy	Electricity for C Park Machine (1 Oct - 30 June 2017) (including VAT £8.23)	£	172.74
J. Mayhew	Dog Bin Emptying (May/June)	£	172.80
<b><u>TOTAL: -</u></b>		<b>£</b>	<b><u>3,818.24</u></b>

Bookers Direct debit £93.19 Toilet Supplies

**3. BANK – STATEMENT OF ACCOUNTS: -**

Lloyds Bank Treasurers a/c no. 02348842 as @ 3.7.17 (Statement) = £2,317.17  
Lloyds Bank Business a/c no. 02350065 as @ 26.6.17 (Statement = £99,667.35 (includes  
£59,592.00 for Car Park/Toilets)

*Outstanding cheque payments 1299 £8.85*

*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 £3,820 be transferred from Lloyds Bank Business account number 02350065 to Lloyds Bank Treasurers account number 02348842 to cover cheques as at 2 above.

**63 PLANNING**

63134 Listed Building Application in respect of extension & alteration to dwelling including a raised deck to garden, 3 Cleveland Villas, Marine Parade, Instow

No response was received from the Planning Sub Committee

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

**64 TRACKER**

The tracker was noted.

Beach Sign. Councillor Green stated that the Defra sign on the gate opposite the Boathouse needed replacing. He agreed to investigate and action.

Sand on the Pavement/Road. A short history of the ongoing issue was reported. It was noted that the problem had existed since 1880 and the Estate had no liability. In the 1980's both parties were ready to go to court but DCC backed down.

Car Park/Toilets. Councillor McCrum reported that the working group had met Martin Williams NDC who had offered to manage the contract to re-surface the car park.

It was agreed in principle to accept the offer for NDC to manage the contract to resurface the Marine Parade Car Park on behalf of the Council subject to the Car Parking Working Group fully understanding and accepting the terms and conditions under which the contract would be managed by NDC Building Services

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

There were no issues raised

There being no other business the meeting was closed at 9.35 p.m.

**Chairman** .....  
**Dated:** - .....