

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

Present: - Councillor Moores (Chairman)

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

Mr M Isaac (Clerk) and DCC Councillor Biederman (minutes 89 – 99)

In Attendance: 20 Parishioners/members of the public.

84 OPENING OF THE MEETING

The meeting was declared open by the Clerk.

85 APOLOGIES

Apologies were received from Councillors Renshaw and Vandersteen

86 COUNCILLORS DECLARATION OF INTERESTS

There were no declarations of interest announced.

**87 RESIDENTS PARKING, MARINE PARADE, LANE END
ROAD/CLOSE AND WHITE HOUSE CLOSE**

The Chairman stated that he was expecting DCC Officers to attend the Parish Council meeting for this item to present proposals for consultation.

He apologised for their non-attendance.

It was agreed that an Extra Ordinary Council meeting be held as soon as possible to consider proposals for residents parking in Marine Parade, Lane End Road/Close and White House Close.

88 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 stated that he was glad to see that the bushes to the right hand side of the Venn Cross bus shelter had been cut back and that the stone work to the sea wall opposite the Boathouse had been fixed. The rubber pipe at the rubbish collection point at the entrance to the second sand dunes had also been removed and the vehicles parked on the pavement in Anstey Way had gone down by 90%

He also raised the following issues:

- The July minutes on the web site were listed as draft
- Has the Council spoken to the chalet owner whose chalet is in a bad state of repair.
- There is still a seat missing and graffiti in the NDC Charter toilets
- There is still bits of plastic bags tied to the fence and one bin bag overflowing near the 2nd Sand Dunes
- The gate from footpath 5 on to the Tarka trail was being left open as the steel barred gate had to be lifted several inches before the bolt fits into its housing.
- There is still rubbish at the entrance to the picnic site and cans in the Cob House. The roof of the Cob House had not been repaired.
- There is a lot of sand on the pavement and on the road (obscuring the double yellow lines) along Marine Parade. As this is a perennial problem it was suggested that more Marram grass is planted and a track cut for a tractor to get through from the midway entrance to the dunes down to the gate opposite the Boathouse.
- There is vegetation growing through the roof and vents of the ladies toilets in the Marine Car Park. If the owner does not sort the problem then a bucket of weed killer should be used to sort the problem.

A Parishioner asked if the Parish Council had a view on a rental property tax.

It was stated that this was a matter for NDC and the Valuation Office. It was also stated that currently most holiday lets had 100% business rate relief.

A Parishioner raised the following issues:

- The minutes of the September meeting made reference to the Good Councils Guide. It should read Good Councillors Guide.
- It had been stated that lorries were doing U turns in the Marine Car Park. The offending vehicles were Johns Suppliers lorries. Had the Council written informing people not to turn their vehicles in the car park?

Councillor McCrum stated that he had spoken to a few Lorry Drivers in the car park who told him that doing a U turn in the car park was in their route instructions from their company.

- What were the duties of the Parish Handyman? It was stated that the panels to the Marine Parade bus shelter needed cleaning and the Cleaning of the beach was causing problems with the build-up of sand.

The Clerk outlined the Handyman responsibilities

It was reported that the Village People had undertaken a beach clean at the end of September and that an act from the Edinburgh Festival had performed at the Village Hall and raised £750 towards the refurbishment of the Village Hall.

89 REPORT COUNTY COUNCILLOR F. BIEDERMAN

In relation to minute 87 above Councillor Biederman read an e mail received earlier in the day from DCC Senior Traffic Officer as follows:

‘At this stage there can be no DCC commitment to progress such a scheme but if the Community are in a position to provide evidence of substantial support this could be reviewed.

In terms of potential for Residents Parking, any of the existing Limited Waiting Areas could be considered either as shared Resident's/ Limited Waiting/Pay & Display. Whitehouse Close could be part of the package although the areas currently not covered by double yellow lines might be better left as unmarked but still covered within a Resident's Zone. The way such a scheme might be signed would depend on what the community decide. Qualification for a permit within a Zone does not mean that those with ample off road parking need to purchase a permit although Permits and Visitor Permits would be available if required to all households within the Designated area.

Issues to be considered would be displacement of parking to other parts of Instow and how that might be controlled. The presence of On Street Pay and Display does encourage a turnover of parking and as the strategy would be to price Pay and Display at a higher rate than the Parish Council's off street car park this might encourage longer stay parking in the car park. A free 30 minute period is often included to encourage turnover particularly close to local businesses and shops.

I hope that this information will be of help to the Parish Council in deciding on a way forward. If the Parish Council would like to mark up plans with their suggestions we can arrange a date to discuss the matter further’.

It was agreed that Councillor Biederman and Councillor Moores meet to consider a way forward and the process to be followed.

Councillor Biederman reported the following issues:

- He had spoken to Andy Bell and as the estuary was a SSSI no dredging would be permitted.
- The Police had not found any evidence regarding the fire at Westleigh Cricket Club.
- That Devon was ranked one of the safest places in the Country.

Councillor McCrum stated that back in February Councillor Biederman had agreed to arrange a meeting with him to discuss the issue of sand on the pavement/road and the responsibility of DCC. This had not happened.

Councillor Biederman stated that DCC had now accepted responsibility for the sand on the pavement/road.

Councillor McCrum asked if information could be obtained via an FOI request regarding the legal dispute between DCC and the Estate in the 1980’s.

90 REPORT OF DISTRICT COUNCILLOR B MOORES

Councillor Moores had no NDC issues to report.

91 MINUTES

It was **RESOLVED** that the minutes of the meeting held on 21st September 2017 be approved as a correct record and signed by the Chairman subject to the following amendments:

Minute 69 amend reference to Good Councils Guide to Good Councillors Guide

Minute 78(a) delete the words 'in principle'

92 MATTERS ARISING FROM THE MINUTES

There were no issues arising from the last meeting to report.

93 BEACH SURVEY

The Clerk stated that the purpose of the survey was to provide guidance to the Parish Council in formulating a policy on dogs on the beach to establish whether there was public support for introducing dog controls. He further stated that he had undertaken an audit of the survey results.

Councillor McCrum presented the results of the survey to the Council and handed out an analysis of the results.

He reported that a total of 425 forms had been distributed and 233 returned - a response rate of 54.8%. In terms of those on the electoral role (647 electors) the response rate was 51.8%

73.7% thought that some form of control was required for dogs on Instow beach whilst 23.3% did not want any controls

Those who answered YES to some form of controls were then asked to provide further information on their views by answering supplementary questions. The conclusions were:

- 65% of respondents wanted dogs to be excluded from the chosen section of the beach during the chosen period (as distinct from dogs being kept on leads).
- 97% of respondents wanted the controlled area to include the Main Beach (from the Quay to Lane End Road).
- Most respondents wanted controls to be imposed during the Summer Season (1st May to 30th September each year).

Councillor Moores stated that he had been asked by Hector Christie to meet and have a chat about the issue of dog controls and the adverse effect it was having on the Village and the Estate. Hector had stated that he would support erecting signs informing of restrictions during the busy season as presently done at Saunton on a trial basis.

Councillor Green circulated a draft press release.

It was agreed:

- a) That the survey results be released to Parishioners and the Press and the press release as circulated by Councillor Green approved.
- b) That the results, analysis and redacted copies of the forms and additional comments be placed on the web site.
- c) That the survey results be sent to NDC
- d) That the Beach Management Group meet with Christie Estate to discuss practical measures that may be taken to control dogs on the beach.

94 **CAR PARK CHARGES 2018/19**

RESOLVED that the Car parking Charges for 2018/19 be:

- 1 hour - £1
- 2 hours - £2
- 3 hours - £3
- 4 hours - £4
- All Day - £5 (max stay 24 hours)

That the season tickets remain unchanged at:

- Annual - £150
- Summer (Apr – Sept) £100
- Winter (Oct – Mar) £75

That the weekly ticket be discontinued.

Councillor McCrum stated that he wished his vote against the level of charges to be recorded as the approved charges were lower than he had proposed and did not believe the decision was prudent in the light of possible renovation and repair costs for the car park & toilets.

95 **CORRESPONDENCE**

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

- a) The Council noted an e mail from DCC regarding the snow warden scheme.
- b) The Council noted an e mail from Mrs Shepherd regarding the provision of 3 Festival banners and a code of conduct for users of the beach. It was agreed to refer the issue to the Beach Management Group for consideration
- c) The Council noted an e mail from Historic England regarding the listing of the War Memorial.
- d) The Council noted an e mail from Mr Gale regarding the change in collection of the Green Wheelie Bin by NDC from fortnightly to monthly from November to February.

It was agreed to refer the matter to NDC.

96 **FINANCE**

The Council agreed/noted the following payments/receipts:

Instow Parish Council Minutes 19 October 2017

1. INCOME: -

Car Park takings	Period – 12 Sept 2017 to 19 Sept 2017	£	968.35
Car Park takings	Period – 19 Sept 2017 to 27 Sept 2017	£	865.15
Car Park takings	Period – 27 Sept 2017 to 4 Oct 2017	£	719.20
Car Park takings	Period – 4 Oct 2017 to 16 Oct 2017	£	1,157.60
North Devon Council	2 nd half of precept/grant 17/18	£	4,983.44
<u>TOTAL</u>		£	<u>8,693.74</u>

2. EXPENDITURE: -

North Devon Council Clerk Salary Recharge +Admin (including VAT £1.29)		£	711.01
Western Power Disconnection of Old P&D Machine (including VAT £154.97)		£	929.81
Design Shop Water Quality Signs (including VAT £67.20)		£	403.20
EDF Energy Old Car Park Machine (including VAT £2.88)		£	60.76
J. Braddick Toilet Cleaning		£	300.00
J. Mayhew Dog Bin Emptying (Sept)		£	81.60
M. Isaac Parish Clerk Expenses		£	62.62
<u>TOTAL: -</u>		£	<u>2,549.00</u>

Invoices received after deadline:

P. Hosegood Handyman duties	£350.00
D. Budd Grass Cutting	£340.00
Royal Mail Postage	£ 0.82 (including 0.14 VAT)
TOTAL	£690.82

3. BANK – STATEMENT OF ACCOUNTS: -

Lloyds Bank Treasurers a/c no. 02348842 as @ 3.10.17 (Statement) = £2,546.95
Lloyds Bank Business a/c no. 02350065 as @ 28.9.17 (Statement = £102,358.10 (includes
£59,592.00 for Car Park/Toilets)
Outstanding cheque payments 1320 £711.01, 1321 £97.0, 1326 £547.14
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 £3,250 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

It was noted that the External Auditor had agreed and signed off the Accounts for 2016/17

97 PLANNING

- a) 63757 Demolition of existing & erection of new dwelling with pool/gym annex/garage/ utility annex together with associated landscaping including tennis court, Gorse Hill, Instow

The Council noted the recommendation of the Planning Sub Committee of No objections

- b) 63761 Conversion of attic space to include 6 roof windows, 5 Instow House, Marine Parade, Instow

The Council noted the recommendation of the Planning Sub Committee of No objections

- c) 63823: Alterations to include new entrance porch, replacement windows, ballustrade & part removal of roof area to be used in conjunction with existing deck area, The Boathouse, Marine Parade, Instow

The Council noted the recommendation of the Planning Sub Committee of No objections

The Council in accordance with standing order 5 agreed to continue the meeting past 9.30 p.m.

99 MATTERS RAISED AT THE DISCRETION OF THE CHAIRMAN

Councillor Green circulated a draft letter in response to comments made by a Peter Barrett in the North Devon Journal (NDJ) to the letter printed in the previous weeks NDJ from the Parish Council.

The draft letter was agreed to be sent to NDJ

There being no other business the meeting was closed at 9.37 p.m.

Chairman

Dated: -