

**MINUTES OF A MEETING OF INSTOW PARISH COUNCIL HELD AT THE
PARISH HALL, INSTOW ON
THURSDAY 16th NOVEMBER 2017 AT 7.30 pm**

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

In Attendance: 8 Parishioners/members of the public.

100 OPENING OF THE MEETING

The meeting was declared open by the Clerk.

101 APOLOGIES

Apologies were received from Councillors Johns, McCrum and Vandersteen and DCC Councillor Biederman

102 COUNCILLORS DECLARATION OF INTERESTS

There were no declarations of interest announced.

103 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 referred to the matter raised at the July meeting with regard to the use of the beach by the ND Yacht without Parish Council consent and consideration of a charge for such use in future. He stated that the club was a non-profit making organisation and read an extract from the Clubs terms of reference:

‘The affairs of the club shall be wholly managed by the General Committee. The Club is a non-profit making organisation. All profits or surpluses will be used to maintain or improve the club’s facilities. No profit or surplus will be distributed save to another registered Community Amateur Sports Club or other charitable organisation at the discretion of the General Committee’

A Parishioner asked if the Dog Walkers Alliance had consent for a public meeting on the beach.

A Parishioner raised the following issues:

Was the Handyman being policed and why was position not put out to tender.

Why was a letter from Mr Gale read out at the last meeting and not other’s

The letters she had sent to NDC Monitoring Officer and Chief Executive had not been acknowledged. The Clerk stated that he had e mailed the Monitoring Officer regarding her letter to him and had also not received a response.

Councillor Moores stated that he had spoken to the Monitoring Officer and would raise the matter with him and Chief Executive.

Why was some of the comments made in the beach survey abridged including her own and why was Councillor Mrs Hackett's name not blotted out in another comment.

In the minutes of the last meeting reference to John's lorries should refer to John's suppliers lorries.

104 REPORT COUNTY COUNCILLOR F. BIEDERMAN

In the absence of Councillor Biederman there was no DCC report

105 REPORT OF DISTRICT COUNCILLOR B MOORES

Councillor Moores had no NDC issues to report.

106 MINUTES

It was **RESOLVED** that the minutes of the meeting held on 19th October 2017 be approved as a correct record and signed by the Chairman subject to minute 88 making reference to John's suppliers lorries and not John's lorries.

107 MATTERS ARISING FROM THE MINUTES

Minutes 87 and 89 Residents Parking Update.

Councillor Moores reported that he had met Councillor Biederman and spoken to local businesses regarding the introduction of residents parking.

Councillor Biederman's view was that the issues of the residents in Lane End Close should be addressed in isolation of other parking issues in the village.

Councillor Moores, however considered that the problems of parking in the village should be addressed as a whole.

It was agreed that a wider scheme to tackle the parking problems in the village be progressed with DCC.

108 MEETING DATES 2018

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The following dates were agreed for Parish Council meetings in 2018 subject to confirmation of Hall availability:

THURSDAY 18th JANUARY 2018 @ 7.30 p.m.

THURSDAY 15TH FEBRUARY 2018 @ 7.30 p.m.

THURSDAY 15TH MARCH 2018 @ 7.30 p.m.

THURSDAY 19th APRIL 2018 @ 7.30 p.m.

THURSDAY 17th MAY 2018 (Annual Meeting of Council) Preceded by Annual Parish meeting.

THURSDAY 21st JUNE 2018 @ 7.30 p.m.

THURSDAY 19th JULY 2018 @ 7.30 p.m.

THURSDAY 20th SEPTEMBER 2018 @ 7.30 p.m.

THURSDAY 18TH OCTOBER 2018 @ 7.30 p.m.

THURSDAY 15TH NOVEMBER 2018 @ 7.30 p.m.

THURSDAY 6TH DECEMBER 2018 @ 7.30 p.m.

109 MARINE CAR PARK TOILETS – WATER LEAK

The Clerk reported that a water leak to the toilets had been identified by South West Water following the receipt of a high water bill.

The Chairman had authorised Vanstones who were on site undertaking remedial work and a recommended company to undertake the work and install a new pipe from the mains to the toilets.

A Parishioner asked if the Council's insurers had been contacted.

110 CHRISTMAS CAROL SERVICE

The Clerk reminded Councillors that the Christmas Carol Service this year was on 17th December and traditionally Councillors provided the mince pies and the mulled wine.

111 CORRESPONDENCE

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

- a) The Council noted an e mail from a Mr Shaw regarding a parking notice issued at the Sandhills Car Park
- b) The Council noted an Copy E Mail from Mrs Harper re hazard coming out of Bridge Lane onto Anstey Way
- c) The Council noted an E Mail from Mr Richards re proposed dog restrictions and notice to seek judicial review
- d) The Council noted Information re contacting the Police
- e) The Council noted e mails from Mr Hunter regarding an FOI request.

112 FINANCE

The Council agreed/noted the following payments/receipts:

1. INCOME: -

Car Park takings	Period – 16 Oct 2017 to 24 Oct 2017	£	706.00
Car Park Takings	Period – 24 Oct 2017 to 7 Nov 2017	£	1,459.20
<u>TOTAL</u>			<u>£ 2,165.20</u>

2. EXPENDITURE: -

North Devon Council Clerk Salary Recharge +Admin (including VAT £1.29)	£	711.01
Design Shop Car Park Signs (including VAT £6.00)	£	36.00
J. Braddick Toilet Cleaning	£	309.47
J. Mayhew Dog Bin Emptying (Oct)	£	78.40
P.Hosegood Beach Cleaning	£205.71	
Handyman	£672.00	
Tractor Tyre Repair	£126.00(inc vat £21.00)	
Rubbish 2 nd Beach	£ 50.00	
	£	1,053.71
M. Isaac Parish Clerk Expenses	£	58.26
Vanstones Car Park Repairs (including VAT £140.00)	£	840.00
BT Telephone	£	167.83
Grant Thornton External Audit (including VAT £80.00)	£	480.00
NALC Local Councils Book	£	19.99
Royal British Legion Remembrance Wreath	£	20.00
Bookers DD	£97.08	
	<u>TOTAL: -</u>	<u>£ 3,774.67</u>

3. BANK – STATEMENT OF ACCOUNTS: -

Lloyds Bank Treasurers a/c no. 02348842 as @ 2.11.17 (Statement) = £1,104.84
 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 None

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 £3,780 be transferred from Lloyds Bank Business account number 02350065 to Lloyds Bank Treasurers account number 02348842 to cover cheques as at 2 above.

5. GRANTS

RESOLVED that the following Annual Grants be approved:

Instow Parish Hall Committee	£ 333.00
Instow PCC Burial Ground	£ 666.00
All Saints Community Centre	£ 150.00
Instow, Westleigh and West Yelland Parish News	£ 417.00

113 **PLANNING**

- a) 63926: Conversion of Bunker to Holiday Let, The Red Bunker, Instow

The Council noted the recommendation of the Planning Sub Committee of No objections and the following comments:

There is no site planning notice.

The owner of Dashwood is concerned about overlooking. The bedroom windows of the converted property will be close to the windows of the bungalow. There is also the possibility of being overlooked by those using the roof terrace, although this does not extend to the east side of the building.

Main arguments in favour: The proposal will bring a redundant building back into use. It is not a pretty building and conversion should improve the appearance, although the use of only part of the roof as a terrace makes the building look lopsided.

Main argument against: The neighbour overlooked. May create parking problems for other neighbours who currently park next to the building, but they need to resolve with the land owner Christie Estate.

- b) 63764: Demolition of existing garage & construction of new garage with additional accommodation above, Turnstones, Marine Parade, Instow

The Council noted the following application to be considered by the Planning Sub Committee

- c) 64045: Erection of 1 dwelling, 1 Sycamore Close, Instow

The Council noted the following application to be considered by the Planning Sub Committee. It was also noted that the Planning notice was incorrect and the application related to 3 Sycamore Close and not No 1

- d) 64068: Reserved matters application for erection of ten dwellings (outline planning permission 58606) at the Pony field, land north of Marine Parade, Instow

64041: Reserved matters application for erection of six dwellings (outline planning permission 58626) at land at Anstey Way, Instow

It was agreed that the above applications be considered at an Extra-ordinary Parish Council meeting on 7th December at 7.00 p.m. before the Parish Council meeting.

114 **TRACKER**

The Tracker was noted.

The Sands

Councillor Moores stated that there was no further update.

Sand on the Pavement

The Clerk reported that DCC had accepted responsibility for clearing the pavements and would be on site this week. NDC had been contacted regarding street cleaning and would be on site the following week to clear the roads.

It was noted that Civil Engineers had been on site today looking at the drainage system and ways to alleviate the current problems.

Speeding Traffic

It was stated that a flashing 30 mph sign should be sought along Anstey way at the Bideford end of the village.

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

Councillor Moores stated that the TAP fund working group had agreed to fund up to 50% (max £800) of the cost of the provision of 4 litter bins in the new bus stops along Anstey Way. NDC had agreed to look at a sponsorship initiative for funding litter bins.

There being no other business the meeting was closed at 9.02 p.m.

Chairman

Dated: -