

**MINUTES OF A MEETING OF INSTOW PARISH COUNCIL HELD AT THE
PARISH HALL, INSTOW ON
THURSDAY 19th JULY 2018 AT 7.30 pm**

Present: - Councillor Moores (Chairman)

Councillors Mrs Clements, Green, Mrs Hackett, Johns and
Stenton.

Mr M Isaac (Clerk)

In Attendance: 10 Parishioner/members of the public.

37 OPENING OF THE MEETING

The meeting was declared open by the Clerk.

38 APOLOGIES

Apologies were received from Councillors Crombie and McCrum.

39 COUNCILLORS DECLARATION OF INTERESTS

There were no declarations of interest announced.

40 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 the speed limits through the village were being ignored and the Police should be asked to attend occasionally and monitor the situation. It was also stated that vehicles were being parked on the pavement along Anstey Way blocking the visibility of emerging traffic from Bridge Lane onto Anstey Way.

Councillor Biederman advised that the car registrations should be taken and reported to the Police.

It was also reported that the hedge along Anstey Way beyond Swiss Cottage was overgrown and blocking the pavement.

A Parishioner expressed concern regarding the filthy state of the Quay Jetty and stated that it needed to be cleaned up. It was also asked who was responsible for the litter bin that was overflowing.

The Chairman stated that the Quay was owned by the Estate and but the Parish Council would raise the matter and request the handyperson to empty the bin.

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A Parishioner stated that the verge by the Lane End public toilets was overgrown and emerging traffic cannot see the bridge.

A Parishioner reported that delivery lorries were still turning around in the car park.

A Parishioner reported that the telephone kiosk and bus shelter by the Quay needed some attention. The kiosk was falling apart and the shelter needed cleaning.

It was also reported that there was a lot of overgrowth from towards the entrance of the Cricket Club. It was noted that this was a responsibility of the Estate and would be raised with Andrew Woollacott.

A Parishioner stated that contrary to previous comments the ND Yacht Club was a Charitable Organisation.

A Parishioner raised the following issues:

It was stated that the minutes in relation to the matter raised at the Annual Parish Meeting regarding Committee v Working Parties did not record the pros and cons considered. It was highlighted that the reasons against Committees were as Councillors were volunteers it would be unrealistic to spend time in a formal meeting with the expense of the Clerk and building. It was further stated that as Committees would replace working parties, time is not an issue, and, as the Clerk appears to attend working parties and the hall is paid for under a peppercorn rent, money is not an issue.

Lifeboat incidents – Instow Beach

It was reported that the Lifeboat had been called out 3 times in relation to incidents on Instow Beach. Two separate incidents related to members of the public being caught in tidal currents whilst using body boards. There are no notices at Atturtn slipway concerning the dangers of swimming in the river on an ebbing tide.

The third incident was when RNLI was called out to a boat off its mooring without a mast, marooned on Instow beach near the black rocks at low tide. This was the wreck that was moored in front of the Commodore for months. A month ago it was dragged from that position further down into the river and apparently left until a more powerful boat could be used to take it away. A few days later a boat was observed towing it out to Spratt Ridge on the high tide. At the following low tide the blue boat appeared on Instow beach, the RNLI identified it as being the wreck that had been on Instow beach. As managers of the beach is IPC responsible for decisions taken in relation to how boats abandoned on Crown Estate property are disposed of? In answer to the question the Chairman answered no.

Flyposting – It was stated that the minutes referred to the Planning Act and it should be the Town and Country Planning Act.

41 PLASTIC FREE NORTH DEVON

Lyndsay Platt, Local Co-Ordinator stated that the Surfers Against Sewage Campaign Plastic Free sought to encourage a reduction in the use of plastic. In order to become a plastic free Parish the following procedure needed to be followed:

The Parish Council passes a resolution to support a plastic free community. Instow Parish Council has already passed such a resolution.

At least 3 single use plastic items are removed from local businesses or replaced with sustainable alternatives.

The Community is engaged to fight against avoidable single-use plastics, at least 2 plastic free community events are held and a local steering group set up to discuss progress towards being plastic free.

When at least 2 businesses have met the criteria and been assessed the Parish would be classified as a Plastic Free Parish.

She further stated that 5 businesses and the school had been contacted in Instow. Not all had yet responded but would be chased up later in the year.

It was stated that a new facility was being built at Deepmoor and the rubbish would be handpicked to take out the plastics.

It was agreed that Lyndsay formulate some recommendations for the Parish Council to consider.

42 REPORT COUNTY COUNCILLOR F. BIEDERMAN

Councillor Biederman reported the following:

Lane End Residents Parking – that he and Councillor Moores had met with DCC Officers and it had been agreed to put together a scheme for consideration by October. The Parish Council and affected residents would be consulted.

LGA Conference – that he had attended the LGA Conference and the main topics of discussion were increase in housing/building with no infrastructure improvements and mental health issues.

20 mph Zones – that speeding traffic was an issue and DCC had set up a task team to look at introducing 20 mph zones. The Police, however, had no resources to police such restrictions.

Civil Enforcement – that he had requested an increase in the level of enforcement

New Pot Hole Filling Machine – that DCC would be purchasing a new pot hole filling machine in September

Councillor Biederman was requested to chase up the following issues:

The overgrown verge by the Lane End toilets

Speed Audit by Silver Threads

Damage to the wall at rear of Watersmeet close to Breakers

43 REPORT OF DISTRICT COUNCILLOR B MOORES

Councillor Moores reported the following:

Temporary Homeless Accommodation – that NDC had agreed an injection of £1.2 million (with a possible need to borrow monies) to obtain properties for temporary homeless accommodation.

Rough Sleepers – that there had been an increase in rough sleepers in North Devon and a grant of £130K had been awarded to extend the period (when temperatures are below zero) to October to January.

44 MINUTES

It was **RESOLVED** that the minutes of the meeting held on 21st June 2018 be approved as correct records and signed by the Chairman.

45 MATTERS ARISING FROM THE MINUTES

Minute 29 Review of Litter/Recycling Bins.

Councillor Stenton reported that he had been in communication with NDC Councillor Cann who may possibly have someone who may wish to sponsor a recycling bin/s in Instow.

He suggested consideration of the following 5 options:

- Do nothing, the easiest and cheapest option
- Have the existing recycling bins removed on health and safety grounds. Then wait for the responsible authority to replace.
- Clean them up with a wire brush and file to make them safe and then re-paint
- Buy new bins at a cost in excess of £2,000 each including advertising art work to be paid for by a sponsor
- To take up the offer from Councillor Cann who may have interested sponsors.

It was agreed to support the final option and approach Councillor Cann for a sponsor for the 2 recycling bins and review the matter at the next Parish Council meeting if there has been no progress

It was also agreed to seek 2 black wheelie bins from NDC to be located at the Marine slipway and on the Quay

46 MARINE CAR PARK TOILETS: PROPOSED INTRODUCTION OF CHARGE

It was agreed to refer consideration/investigation of a proposal to introduce a charge to use the toilets to the Car Park/Toilet Working Group

47 RECORDING AT PARISH COUNCIL MEETINGS

The Council considered the protocol adopted by North Devon Council for recording/filming at Council meetings.

It was agreed that the protocol be adopted with the exception that signs will not be put up at any meeting where it is known recording will take place but that the protocol be available at each Parish Council meeting. .

48 **PARISH NEWS**

The Council considered a proposal to send a letter to the Management Committee of the Parish News expressing concern about the journalistic standards and editorial practice of the Parish News and making suggestions for improvement.

It was noted that the Parish News was a very important part of the Village.

A briefing note on the Parish News by Mrs Cantle was circulated to Members.

It was agreed that Councillor Johns meet with the Editor of the Parish News, Mrs Cantle and other representatives of the management team to discuss the concerns expressed and report back to the next Parish Council meeting.

49 **REMOVAL OF SAND FROM THE BEACH – APPLICATION BY CHRISTIE ESTATE TO NATURAL ENGLAND**

The Clerk reported that he had received an e mail from Councillor McCrum regarding the removal of sand immediately behind the wall adjoining the sand dunes by a contractor acting on behalf of Christie Estate.

An Environment Agency employee had turned up stating that the contractor was breaking the law and to put the sand back in position and Councillor McCrum had been called to attend.

He was advised that by EA employee that as the whole estuary was an SSSI, sand could not be moved or removed from anywhere on the beach without a written permit from Natural England. Apparently the removal of some sand on the 27th June was thought by the EA to have been given prior approval but it turned out not to be the case.

He recommended that the Parish Council support an application by the Estate to Natural England to remove the sand.

It was agreed that an application by the Estate to Natural England to remove sand from the beach be supported

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

50 **EVENTS/USE OF INSTOW BEACH: POLICY**

It was agreed that the Beach Management Working Group be requested to formulate a Policy on the use of the Beach for events etc for consideration by the Council.

51 **CO-OPTION**

The Clerk reported that he had received an application for the casual vacancy on the Council.

52 **CORRESPONDENCE**

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

a) The Council noted the following E Mails re Dogs on the beach:

- (i) E Mail from a Mr Thompson
- (ii) E Mail from a Mr Lavander
- (iii) E Mail from a Ms Quillin
- (iv) E Mail from a Mrs Harrison. It was agreed to advise that the Code of Conduct signs were in place and a review would be undertaken at the end of the summer period.

And a telephone call from a Mr Forrester – suggesting that either 2 disabled parking bays are located opposite the Boathouse or that dogs be permitted from the area from the slipway opposite the Commodore to the Quay. As disabled person he finds it difficult to park at the Boathouse end and then walk to the permitted area.

- b) Noted an E Mail from a Mr Raggett – Re Instow slipway railings and Beach Code of Conduct sign
- c) Noted an E Mail from a Mr Arthur re abuse of power at the Council
- d) Noted E Mails from Mrs Shepherd re various issues

53 **FINANCE**

The Council agreed/noted the following payments/receipts:

1. INCOME: -

Car Park takings	Period – 15 June 2018 to 19 June 2018	£	468.50
Car Park takings	Period – 19 June 2018 to 26 June 2018	£	1,089.90
Car Park takings	Period – 26 June 2018 to 3 July 2018	£	1,180.40
Car Park takings	Period – 3 July 2018 to 10 July 2018	£	1,138.55
Car Park Takings	Period – 10 July 2018 to 17 July 2018	£	1,028.10
<u>TOTAL</u> :-		£	<u>4,905.45</u>

2. EXPENDITURE: -

North Devon Council Clerk Salary Recharge +Admin (including VAT £1.29)		£	748.34
North Devon Council (21 Years rent for lease of Car Park)		£	21.00
J. Mayhew Dog Bin Emptying (May)		£	104.00
J. Braddick Toilet Cleaning		£	300.00
M. Isaac Parish Clerk Expenses		£	52.76
Mrs Mills Handyperson (incl £316.89 materials)		£	1,066.89
D. Budd Grass cutting/Wild Flower area		£	490.00
P. Hosegood Beach Cleaning/Litter collection		£	881.60
Glasdon Purchase of Dog Bin (including VAT £17.30)		£	103.83
SW Water Water Charges (Apr – July Toilets)		£	506.94
Mr D. McCrum Replacement Signs (including VAT £48.69)		£	292.14
Mr Moores Materials for Signs		£	82.54

(including VAT £13.76

TOTAL: - £ 4,659.04

Bookers (April) – Direct Debit £102.78 (VAT £20.13)

Bookers (May) – Direct Debit £87.42 (VAT £14.57)

Bookers (June) – Direct Debit £87.43 (VAT £14.57)

3. BANK – STATEMENT OF ACCOUNTS: -

Lloyds Bank Treasurers a/c no. 02348842 as @ 2.7.18 (Statement) = £4,395.37

Lloyds Bank Business a/c no. 02350065 as @ 28.6.18 (Statement = £105,360.20 (includes £59,592.00 for Car Park/Toilets)

Outstanding cheque payments 1416 - £788.71, 1417 - £36.00, 1418 - £91.20, 1422 - £340.00, 1423 - £950.00, 1424 - £85.00, 1427 - £148.99, 1428 - £73.00, 1429 - £217.06

4. RESOLUTION REQUIRED: -

RESOLVED that £4,700.00 be transferred from Lloyds Bank Business account number 02350065 to Lloyds Bank Treasurers account number 02348842 to cover cheques as at 2 above.

54 PLANNING

- a) Application 65061: Extension to dwelling & erection of balcony, 9 White House Close, Instow

Council noted and agreed the following recommendation of the Planning Sub Committee – No Objections

- b) Application 65062: Conversion of redundant water reservoir to a dwelling together with formation of access road, Reservoir, Millards Hill, Instow

Council noted that the above application was to be considered by the Planning Sub Committee.

55 TRACKER

The Tracker was noted.

The Sands – Councillor Moores reported that a pre- planning application had been submitted

56 MATTERS RAISED AT THE DISCRETION OF THE CHAIRMAN

There were no issues raised

The Chairman therefore closed the meeting at 10.10 p.m.

Chairman

Dated: -

