

**MINUTES OF A MEETING OF INSTOW PARISH COUNCIL HELD AT
INSTOW PARISH HALL ON
THURSDAY 10th DECEMBER 2015 AT 7.30 pm**

Present: - Councillor Moores (Chairman)
Councillors Crombie, Green, Mrs Hacket, Harrison and Renshaw
Mr M Isaac (Clerk) and DCC Councillor Biederman.

In Attendance: 6 parishioners/members of the public.

103 OPENING OF THE MEETING

The meeting was declared open by the Clerk.

104 APOLOGIES

Apologies were received from Councillors Mrs Clements, Johns and Vandersteen.

105 COUNCILLOR DECLARATION OF INTERESTS

There were no declarations of interest announced.

106 POLICE REPORT

There was no Police report.

107 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:

Concern was raised regarding an advertising hoarding that had been erected in the grounds of the Sands and what action was being taken for its removal.

The Chairman stated that he had contacted the Chief Planning Officer and requested that enforcement action be taken to get it removed.

The Clerk agreed to contact NDC Enforcement and request that action be taken.

A Parishioner asked what progress had been made regarding the Sands?

The Chairman reported that there had been no further progress and he was chasing the Chief Planning Officer for action to be taken. There had been no response to the NDC Planning Officers request to seek the withdrawal of the application.

A Parishioner reported that the Environment Agency was clearing the sand by the slipway to keep the storm overflow tank clear.

A Parishioner asked what was happening regarding the lease of the car park. The lease period had been reduced by NDC to 21 years and a 7 year break clause was now required. Could

NDC take the car park back after 7 years and what had happened about the ransom strip monies?

The Chairman updated Council on the lease. NDC were now requiring a 7 year break clause in the lease which was currently with the Solicitors. NDC had dragged its feet for many years during 2 administrations and the goal posts had changed several times. There was a long history to the ransom strip monies but by negotiation it had been agreed to transfer a lump sum on completion of the lease.

He stated that there was still opposition to the lease from an Executive NDC Councillor whose responsibility was to maximise NDC capital receipts. He had however been assured by the Leader of NDC that the lease would go ahead and be signed.

It was agreed that authority be delegated to the Chairman and Vice Chairman to agree to the inclusion of a 7 year break clause if required.

108 REPORT OF DISTRICT COUNCILLOR B MOORES

Councillor Moores stated that he nothing further to report

109 MINUTES

It was **RESOLVED** that the minutes of the meetings held on 19th November 2015 be approved as correct records and signed by the Chairman.

110 PLANNING APPLICATION 58626 OUTLINE APPLICATION FOR ERECTION OF 6 DWELLINGS, ACCESS & ASSOCIATED WORKS (AMENDED DESCRIPTION & PLAN), LAND AT ANSTEY WAY, INSTOW

The Council considered the amended plans and recommended APPROVAL.

The Chairman reported that NDC were seeking the withdrawal of the Barton Road Application. NDC would consider the other 2 applications together. The Marine Parade application for 4 open market properties and 6 affordable homes and Anstey Way no affordable homes and 6 open market properties.

111 MATTERS ARISING FROM THE MINUTES

- a) Minute 97(b) Location of a Defibrillator
The Council noted that supplier had stated that a tamper proof casing would be more suitable and that it would be better fixed to the wall rather than at head height on a post and located to the left of the sign next to Johns hut.

The Clerk reported that the Community grant application for funding the defibrillator had been approved

The Council agreed to the type and location of the defibrillator.

- b) Minute 97(c) Bus Shelter Refurbishment
The Clerk reported that he had received a quote from Pro Weld of £635 +VAT to repair both shelters and a quote from Any Weld for £630 + VAT and that he and

Councillor Harrison had had no response from Pro Weld regarding the materials for the gate.

It was agreed to accept the quote from Any Weld for £630 + VAT

- c) Minute 97(d) Flood Gates opposite the Boat House
The Clerk reported that he had received a quote from Pro Weld of £590 +VAT for a replacement gate and a quote from Any Weld of £1250 +VAT for a replacement gate and £540 + VAT to repair the gate and that he and Councillor Harrison had had no response from Pro Weld regarding the materials for the gate.

It was agreed to accept the quote from Any Weld to repair the gate for £540 + VAT

- d) Minute 97(e) Public Conveniences: Tender specification
It was noted that a meeting had been arranged for 16th December.

- e) Minute 99 (a) Community Orchard
The Council noted an e mail from Mr Glover regarding the Community Orchard.

It was agreed to fund 2 cuts a year in November/December and early summer and a price be sought from Dave Budd the existing contractor and that an immediate cut be agreed for this current year

- f) Minute 99 (b) Bathing Water Classification signs.
It was agreed to await information from the EA regarding their proposed wording for the signs.

- g) Minute 102 (c) Appointment of a Member to the group to meet Smiths Gore

It was agreed that the Chairman and Vice Chairman be re-appointed and a third member on a rota basis.

112 MEETING DATES 2016

The following dates were agreed for Parish Council meetings in 2016:

THURSDAY 21st JANUARY 2016 @ 7.30 p.m.

THURSDAY 18th FEBRUARY 2016 @ 7.30 p.m.

THURSDAY 17th MARCH 2016 @ 7.30 p.m.

THURSDAY 21st APRIL 2016 (Annual Meeting of Council) Preceded by Annual Parish meeting @ 7.00 p.m.

THURSDAY 19th MAY 2016 @ 7.30 p.m.

THURSDAY 16th JUNE 2016 @ 7.30 p.m.

THURSDAY 21st JULY 2016 @ 7.30 p.m.

THURSDAY 15th SEPTEMBER 2016 @ 7.30 p.m.

THURSDAY 20th OCTOBER 2016 @ 7.30 p.m.

THURSDAY 17th NOVEMBER 2016 @ 7.30 p.m.

THURSDAY 8th DECEMBER 2016 @ 7.30 p.m.

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

- a) The Council noted a briefing paper from Diana Hill, NDC regarding draft public convenience grant proposals for 2016/17

114 FINANCE

The Council agreed/noted the following payments/receipts:

1. INCOME: -

Car Park Takings	Period ending 20 November 2015	£	332.15
	<u>TOTAL</u>	:-	<u>£ 332.15</u>

2. EXPENDITURE: -

Mr. B Keane	Village Handyman	£	165.60
Mr D Budd	Grass Cutting	£	170.00
North Devon Council	Clerk Salary Recharge + Admin	£	695.77*
North Devon Council	Printing (Oct)	£	9.24
JJ Bins	Dog Bin emptying (Nov)	£	50.70
M. Isaac	Clerks Expenses	£	47.47
Parish Hall	Grant	£	333.00
Instow PCC	Grant	£	666.00
Instow/Westleigh/Yelland News	Grant	£	417.00
All Saints Comm Centre	Grant	£	150.00
British Legion	Poppy Wreath	£	22.00
	<u>TOTAL: -</u>	<u>£</u>	<u>2,726.78</u>

Key

*£1.29VAT

3. BANK – STATEMENT OF ACCOUNTS: -

Lloyds Bank Treasurers a/c no. 02348842 as @ 28.10.15 (Statement) = £267.40
Lloyds Bank Business a/c no. 02350065 as @ 2.10.15 (Statement = £38,320.97 +

Key: -

According to Clerk's records this is £267.40

+ According to Clerk's records this is £27,432.34 as at 17.9.15.

NB: - IPC to note that £10,000 was invested (7.1.11) and re-invested (18.1.13 until 18.1.16) to a higher interest account within Lloyds TSB – see IPC November 2010 and item 5 (e) hereafter

4. RESOLUTION REQUIRED: -

It was **RESOLVED** that £2,730 be transferred from Lloyds Bank Business account number 02350065 to Lloyds Bank Treasurers account number 02348842 to cover cheques as at 2 above

115 PLANNING

- a) 60197 Extension and Alteration to dwelling, Jearrold Cottage, Lane End Road, Instow

The Council noted agreed the recommendation of Sub Committee of No Objections

- b) 60316 Increase size of rear 1st floor dormer window to enable bathroom to be installed with new patent glazed roof section to ground floor kitchen and rear lobby, The Nuns Garden, 1 Kiln Close Lane. Instow

The Council noted the receipt of the above application to be considered by the Sub Committee

116 MATTERS RAISED AT THE DISCRETION OF THE CHAIRMAN

The following issues were raised:

- a) Councillor Harrison stated that he had set up a Council E Mail address for the Parish Clerk.
- b) The arrangements for the Carol Service were noted. It was agreed that the Charities be the Children's Hospice, the Appledore Lifeboat and Northam Lodge.
- c) Council thanked Councillor Mrs Clements for getting the slipway cleared by the Environment Agency.
- d) It was reported that brambles etc were overhanging the footpath along Anstey Way along from the entrance to New Road.
- e) It was reported that the Pre School had been under threat of closure but negotiations to keep the school open until February had been successful and alternatives were being looked at with Instow Primary School

117 REPORT COUNTY COUNCILLOR F. BIEDERMAN

Councillor Biederman reported:

- That the DCC Government grant settlement was due next week.
- That the West Yelland Quay application was due to be submitted soon and that Fremington Parish Council was looking to arrange a joint public meeting with Instow Parish Council.
- That the footpath from Rectory Lane to Welchs Lane had been cleared as part of the Community Pay Back scheme.

A Parishioner reported that there was a large stone that had been located on the pavement near Bridge Lane outside the Old Exchange that was a trip hazard. It was also reported that there were large puddles on the road on the housing side of Marine Parade.

There being no other business the meeting was closed at 9.06 p.m.

Chairman

Dated: -