

**MINUTES OF A MEETING OF INSTOW PARISH COUNCIL HELD AT
INSTOW PARISH HALL ON
THURSDAY 17th MARCH 2016 AT 7.30 pm**

Present: - Councillor Moores (Chairman)

Councillors Mrs Clements, Crombie, Green, Mrs Hackett and
Vandersteen

Mr M Isaac (Clerk).

In Attendance: 5 parishioners/members of the public.

147 OPENING OF THE MEETING

The meeting was declared open by the Clerk.

148 APOLOGIES

Apologies were received from Councillors Johns.

149 COUNCILLOR DECLARATION OF INTERESTS

There were no declarations of interest announced.

150 POLICE REPORT

There was no Police report.

151 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:

One way traffic system along Marine Parade.

The Clerk read a letter from a Parishioner who asked why was Marine Parade not made a one way system.

The letter was noted and it was stated that traffic issues would be discussed at a future meeting.

Flooding along Marine Parade

It was stated that it had been observed that the road sweeper swept along the kerb on the seaward side of Marine Parade but a foot away from the wall on the housing side. The sand was therefore not being cleared from the gutter and consequently the drains were blocking up causing flooding along Marine Parade. It was agreed to write to NDC regarding the sweeping.

Sands Update

An update on the Sands was requested.

The Chairman reported that the independent valuation assessment of the site obtained by NDC gave a valuation lower than that suggested by the Applicant.

The NDC will now determine and reuse the application.

The Chairman agreed to obtain an update from the NDC Enforcement Officer

Traffic Flows in the Village

It was stated that in furtherance of the question previously asked regarding traffic flows along Marine Parade no consultation had been undertaken regarding any proposed changes.

The Chairman reported that Councillor Biederman had arranged a meeting with DCC Officers to which the Parish Council had been invited to attend. The outcome of the meeting has yet to be discussed by the Parish Council. If there are any proposed changes public consultation would be undertaken.

Bus Service Changes

The Chairman reported that the Parish Council had not been consulted on any changes and had only been made aware by residents in White House Close.

The timetable had not yet been published and the Chairman outlined the information on the Stagecoach web site.

It was agreed to write to Stagecoach expressing the Council's concern that it was not consulted on the changes that would be to the detriment of Instow residents and request a discussion before the changes are implemented.

Coastal Communication Team

It was asked if Instow PC had representatives on the Coastal Communication Team

The Chairman stated that across England local authorities at the district level had been invited to apply for £10,000 of funding to establish a coastal community team. NDC had set up a team that consisted of NDC Councillors Cann and Mrs Barker and NDC Officers. It was indicated in the bidding guidance that each local authority should bid for just 1 team. As North Devon District has a large and diverse coastline with very different communities with different needs and opportunities it was decided to bid for 4 locations. Those locations were Lyn Valley (Lynton and Lynmouth), Ilfracombe, Barnstaple, and Fremington. Instow was not currently one of the locations being considered. However the economic development team at North Devon Council have been working with John's of Instow to support their business growth plans for example, and part of the work coming out of the Fremington Quay economic plan was looking at much wider estuary links - further ferry route opportunities in particular to improve maritime links between Fremington and Instow.

He had been invited by Councillor Cann to attend a meeting as Chairman of the Instow/Appledore Ferry and Mr Johns as a local business man.

Bids can be made to a £90 million Government pot.

Beach

It was asked who owned Instow Beach.

It was stated that Christie Estate owned the beach except for 2 strips owned by the Crown Estate and leased to the Parish Council.

152 REPORT COUNTY COUNCILLOR F. BIEDERMAN

In the absence of Councillor Biederman there was no DCC report.

153 REPORT OF DISTRICT COUNCILLOR B MOORES

Councillor Moores stated that NDC had increased its portion of the Council Tax by 1.99% and increased car park charges to meet the reduction in Government grant of £750,000. Grants to external bodies had also been reduced by a further 5%.

154 MINUTES

It was **RESOLVED** that the minutes of the meeting held on 18th February 2016 be approved as a correct record and signed by the Chairman.

155 VACANCY CO-OPTION OF A NEW COUNCILLOR

The Clerk reported that he had received interest from 2 people in the vacancy.

It was agreed that the vacancy be advertised in the Parish Magazine and that Councillors Green, Mrs Hackett, Moores and Vandersteen (Reserve Mrs Clements) be appointed to interview candidates and make a recommendation to Council for appointment.

156 PUBLIC CONVENIENCE TENDERS

The Clerk reported that he had received only one tender for the contract.

It was agreed that those who had expressed an interest in the contract be contacted and invited to submit a tender on a 1 year extendable contract.

It was agreed that Councillors Mrs Clements, Renshaw and Vandersteen be appointed to interview tenderers and make a recommendation to Council

157 MATTERS ARISING FROM THE MINUTES

a) Minute 140 Dunes Car Park

Councillor Green stated that the Parish Council wished to have the Dunes Car Park in regular use. Christie Estate was now committed to that aim and in the short term was looking to upgrade the car park and in the longer term introduce a pay and display system. They have a company interested in investing and managing the car park. If they are unable to secure an agreement with the company they will have further discussions with the Parish Council.

b) Minute 141(c) Beach Management Working Party Report

Councillor Green reported that the Working Party had considered various options but had agreed that the beach needed to be cleaned and not to rely on volunteers.

It was agreed to put the beach cleaning contract out to tender based on the existing contract (for 3 years) and also to include an option to clean the beach on only 3 days per week rather than the existing 7 days

c) Minute 142 (c) Parking Issues meeting with DCC

It was agreed that Councillors Crombie, Moores and Vandersteen be appointed to meet with Councillor Biederman to discuss the issues raised at the meeting with DCC Officers and report back to Council.

d) Neighbourhood Plan

It was noted that the Clerk was awaiting the plan from NDC to accompany the application

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

- a) The Council noted an E Mail from NDC regarding review of Planning Enforcement
- b) The Council noted an E Mail from DEFRA regarding the summary of bathing water signage requirements.

159 FINANCE

The Council agreed/noted the following payments/receipts:

1. INCOME: -

Car Park Takings	Period ending 26 February 2016	£	555.70
Car Park Takings	Period ending 17 March 2016	£	933.90
Add Car Park Takings		£	55.65
VAT Refund		£	983.74
DCC Grass Cutting Grant		£	847.00
MOD		£	283.00

TOTAL :- £ 3,658.99

2. EXPENDITURE: -

Mr. B Keane	Village Handyman	£	172.73-
North Devon Council	Clerk Salary Recharge + Admin	£	695.77*
JJ Bins	Dog Bin emptying (Nov)	£	52.30
M. Isaac	Clerks Expenses	£	48.50
EDF Energy	Electricity Car Park machine	£	59.26+

Archant	Toilet Tender Advert	£	153.60*+
Any Weld	Works to Bus Shelters and Gate	£	1,404.00+-
<u>TOTAL: -</u>		£	<u>2,586.16</u>

Key

*£1.29VAT
+£2.82VAT
*+£25.60VAT
-£2.72VAT
+-£234.00VAT

3. BANK – STATEMENT OF ACCOUNTS: -

Lloyds Bank Treasurers a/c no. 02348842 as @ 3.3.16 (Statement) = £376.65

Lloyds Bank Business a/c no. 02350065 as @ 21.12.15 (Statement = £35,115.04

Outstanding cheque payments 1114 £70,1121 £35.00

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 – has matured

4. RESOLUTION REQUIRED: -

It was **RESOLVED** that £4,830 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

Council considered the recommendations of the Finance Sub Committee held on 29 February 2016.

RESOLVED that the following grants be awarded:

- i) Instow Village People: Redesign of flower bed on Marine Parade, chippings and flowers etc. £300
- ii) Instow Primary School Parent Teachers Association: Purchase of a 10 seater zig-zag bench £500
- iii) Instow Twinning Association –Hosting of French Twinners £250
- iv) Instow PCC – Re-instatement of unsafe grave monuments in churchyard £1,200

160 PLANNING

- a) 60619 Retrospective Application for Conversion of Lower Ground Floor Flat to self-contained 2 Bedroom Flat Instow Methodist Church, Anstey Way, Instow

The Council noted and agreed the recommendation of the Planning Sub Committee of No Objections but raised concerns re lack of parking

- b) 60782 Extension to dwelling, Beach House, Downs Road, Instow

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

c) Marine Parade Development

The Chairman reported the receipt of an e mail from Mike Kelly NDC Chief Planning Officer which stated:

‘that having discussed the application with the Case Officer and also having carefully reviewed the application file I am unable to identify any substantive planning reason to remove delegated powers to determine the submission and instead present the application for determination at committee.

In so advising I have had particular regard to the re-consultation exercise that has been carried out in response to representations regarding in particular surface water and foul drainage arrangements and note that the relevant consultees; namely, the Environment Agency and South West Water, have affirmed that they have no objections to the proposal on technical grounds. You will further appreciate that these interests may be addressed and safeguarded through the imposition of appropriately worded conditions as recommended and to be agreed with those consultees.

It was agreed that the Parish Council express its disappointment at the decision and seek assurance that the issues raised will be taken into account in any approval.

He also reported that NDC had asked the Applicants to withdraw the Barton Lane Application but it is likely the applicants will submit an amended application to cover the planning concerns

161 MATTERS RAISED AT THE DISCRETION OF THE CHAIRMAN

Councillor Crombie reported that the proposed location of the Defibrillator had raised issues with regard to the close proximity of the electricity supply cables to the rear of the kiosk and it’s low position level on the wall it had been decided following a meeting with the electrician to locate the defibrillator next to the car park machine.

There being no other business the meeting was closed at 9.25 p.m.

Chairman

Dated: -