

**MINUTES OF A MEETING OF INSTOW PARISH COUNCIL HELD AT
INSTOW PARISH HALL ON
THURSDAY 18th FEBRUARY 2016 AT 7.30 pm**

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

In Attendance: 7 parishioners/members of the public.

133 OPENING OF THE MEETING

The meeting was declared open by the Clerk.

134 APOLOGIES

Apologies were received from Councillors Johns and Vandersteen.

135 COUNCILLOR DECLARATION OF INTERESTS

There were no declarations of interest announced.

136 POLICE REPORT

There was no Police report.

137 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:

Update Christie Estate planning process.

It was stated that it appeared from the Council previous decision to recommend Approval to the Anstey Way application that the issues raised re drainage etc had been discounted.

Councillor Green stated that it was understood that the issues raised had been taken on board. It was also understood that the Marine Parade and Anstey Way applications were going to be linked.

It was agreed to re-iterate the Parish Council's concerns regarding drainage etc and highlight the recent rainfall and flooding issues

Update Yelland Quay

It was stated that the Agent had today confirmed that the application would now be submitted very soon

Tarka Trail.The Parish boundary

It was requested that the Parish boundary be sign posted on the Tarka Trail at the eastern and western boundaries.

IPC Accounts/Web Site

It was stated that the accounts were not on the web site. The Clerk agreed to action.

It was also stated that it was difficult to find the new web site on the google search engine. The Clerk stated that the Councillor managing the web site was aware of the problem.

Car Park Lease

It was asked if the car park lease had been signed and the monies received ?

The Chairman reported that the lease had been signed and was currently with NDC Solicitor. The Capital sum of £60,000 would need to be released by NDC Executive.

Toilets

An update on the toilet cleaning tender was requested.

The Chairman reported that the Marine Car Park toilets would be included as part of the car park lease and be the responsibility of the Parish Council. The Lane End Toilets were still under consideration awaiting the receipt of tenders for cleaning. The request for tenders was currently being advertised.

Marine Parade Wall

It was reported that more stones were missing from the sea wall along Marine Parade opposite Oldstock.

The Chairman stated that he would raise the matter with DCC Councillor Biederman.

The Sands: Update

The Chairman reported that NDC had requested the applicant to seek an independent valuation of the site at their own costs. This had not been agreed. NDC were therefore seeking its own independent valuation and its own expense and seeking an extension of time on the application.

The Enforcement Officer would also be looking at the condition of the building.

138 REPORT OF DISTRICT COUNCILLOR B MOORES

Councillor Moores stated that there was nothing further to report

139 MINUTES

It was **RESOLVED** that the minutes of the meeting held on 21st January 2016 be approved as a correct record and signed by the Chairman.

140 **MEETING WITH SMITHS GORE RE ESTATE ISSUES**

The Chairman briefly outlined the issues raised at the meeting with Smiths Gore.

Planning Applications: Update

He stated that the Estate was aware of the request to withdraw the Barton Lane application but that they may submit amended plans. They were also ware of the issues raised regarding flooding etc at the Marine Parade and Anstey Way application sites.

Instow Primary School: Update

The Chairman reported that with development proposed between Bideford and Barnstaple it was likely that new primary school provision would be made in the Larbear and Tews Lane areas. The Estate however would be willing to help if required.

Drainage Improvements, The Verne: Update

The Chairman reported that the Estate was working with DCC and the adjoining property owner to progress and resolve the drainage issue at the Verne.

Dunes Car Park and Access to Cricket Club and Chalets

The Chairman stated the Parish Council had raised concerns regarding the condition and availability of the Sand Dunes Car Park.

The Estate was looking at options for its future use and had invited the Parish Council to work with them in partnership. The Estate however was also looking at other possibilities.

The Chairman stated that the Parish Council neede to meet to discuss the matter further

Sea Wall – Repairs: Update

The Chairman reported that the Estate had undertaken some repairs to the sea wall and were working with Petroc for students to assist with further repairs.

Existing Properties: Update

- i) Old Gas Pump Station

It was noted that the Old Pump Staion had been knocked down and the site tidied up.

- ii) Methodist Chapel

It was noted that a retrospective application had been submitted for the Conversion of Lower Ground Floor Flat to a self-contained 2 Bedroom Flat. The Estae was looking at options for the upper floors.

141 MATTERS ARISING FROM THE MINUTES

- a) Minute 122 Neighbourhood Plan

It was agreed to apply for the whole of Instow Parish to be designated as a Neighbourhood Plan Area.

- b) Minute 128(a) Defibrillator

Councillor Crombie updated Council on the provision of the Defibrillator. It was agreed that subject to clarification of details the Managed Solution agreement with Community Heartbeat be agreed and signed by Councillors Crombie and Vandersteen

- c) Minute 127 Appointment of Members to the Beach Management Working Party

It was agreed that Councillors Mrs Clements, Green, Renshaw and Vandersteen be appointed.

- d) It was noted that the Public Convenience Cleaning tender advert had been placed in the ND Gazette and Parish Magazine

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

- a) Council noted that Councillor Harrison had resigned and that the notice for the vacancy had been posted on the notice boards.
- b) The Council noted a letter from Local Government Boundary Commission regarding the electoral review of Devon County Council.
- c) The Council noted a letter from Barnstaple Town Council regarding the Planning and Environment School 2016 on 12 March 2016 at the Guildhall, Barnstaple
- d) The Council noted a letter from North Devon and Torridge District Councils regarding Consultation of the North Devon and Torridge Local Plan Policy relating to wind energy development and Policy ST19A Starter Homes Exception sites.
- e) The Council noted that Councillor Crombie and the Clerk had attended a meeting arranged by Councillor Biederman with DCC Officers regarding Parking Issues in Instow and that report will be presented to the next Parish Council meeting.
- f) The Council noted an update on the Yelland Quay Old Power Station site by Mr Jeremy.
- g) The Council noted a report by Barnstaple Town Council regarding the North Devon Record Office, Barnstaple.

143 FINANCE

The Council agreed/noted the following payments/receipts:

1. INCOME: -

Car Park Takings	Period ending 5 February 2016	£	543.40
<u>TOTAL :-</u>		£	<u>543.40</u>

2. EXPENDITURE: -

Mr. B Keane	Village Handyman	£	147.20
North Devon Council	Clerk Salary Recharge + Admin	£	695.77*
North Devon Council	Printing ()	£	8.65
JJ Bins	Dog Bin emptying (Nov)	£	57.25
M. Isaac	Clerks Expenses	£	50.07
BT	Telephone Bill	£	154.43
ICO	Data Protection Registration	£	35.00
Community Heart Beat	Defibrillator	£	1,711.00
<u>TOTAL: -</u>		£	<u>2,859.37</u>

Key

*£1.29VAT

3. BANK – STATEMENT OF ACCOUNTS: -

Lloyds Bank Treasurers a/c no. 02348842 as @ 3.2.16 (Statement) = £1,701.89

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

Outstanding cheque payments 1098-£417, 1105-£695.77, 1106-£8.22,1110-£59.88,1111-£40

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 £2,860 be transferred from Lloyds Bank Business account number 02350065 to Lloyds Bank Treasurers account number 02348842 to cover cheques as at 2 above

5. HIGH INTEREST FIXED RATE DEPOSIT ACCOUNT

To note that the Fixed Rate deposit account had matured.

It was noted that the National Savings Investment no longer offered an Investment Account.

It was agreed that £10,000 be invested in the Lloyds Term Deposit with fixed maturity date (15/3/17) account.

6 BUDGET 2016/17 AND POLICIES

RESOLVED:

- a) That the budget 2016/17 as outlined in the report (copies tabled) be approved and adopted.
- b) That the recommendations of the Finance Sub Committee held on 15th February 2016 (previously circulated) and Policies as amended (previously circulated) be adopted.
- c) That a Finance Sub Committee meeting be held on 26th February at 6.00 p.m. to consider grant applications.

144 PLANNING

- a) 60466 Extension and Alterations to dwelling, Lundy View, Millards Hill, Instow

The Council notes and agreed the recommendation of the Sub Committee of No Objections
- b) 60429 Proposed Extension & Alterations, Wyvern, Anstey Way, Instow

The Council notes and agreed the recommendation of the Sub Committee of No Objections
- c) 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 the receipt of the above application to be considered by the Sub Committee

145 MATTERS RAISED AT THE DISCRETION OF THE CHAIRMAN

There was no issues raised

Councillor Biederman agreed to pursue the missing/loose stones in the wall along Marine Parade with DCC

146 REPORT COUNTY COUNCILLOR F. BIEDERMAN

Councillor Biederman reported that DCC had agreed to increase its share of the Council Tax by 3.99% (2% Social Care and living wage increase).

He also reported that the agent for the Yelland Quay application had agreed to attend a Fremington Parish Council meeting and was looking to submit an application by the end of next week. He would look to seek a joint Instow/Fremington Parishes public meeting.

There being no other business the meeting was closed at 9.23 p.m.

Chairman

Dated: -

