

**MINUTES OF A MEETING OF INSTOW PARISH COUNCIL HELD AT  
INSTOW PARISH HALL ON  
THURSDAY 19<sup>th</sup> FEBRUARY 2015 AT 7.30pm**

**Present: -** Councillor Moores ( Chairman)  
  
Councillors Crombie, Green, Mrs Hackett, Johns, and  
Vandersteen.  
  
Mr M Isaac (Clerk).

**In Attendance:** 5 parishioners/members of the public.

**PRAYERS**

Prior to the commencement of the meeting the Clerk led Council in Prayers; it was stressed that to participate was purely optional. All persons present remained.

**148 OPENING OF THE MEETING**

The meeting was declared open by the Clerk.

**149 APOLOGIES**

Apologies were received from Councillors Champion, Harrison and Renshaw.

**150 COUNCILLOR DECLARATION OF INTERESTS**

There were no declarations of interest announced.

**151 POLICE REPORT**

In the absence of PCSO Meaker the Clerk read the following crime update:

**Crime Report: -**

For the period between 15<sup>th</sup> January 2015 and 17<sup>th</sup> February 2015 there had been no reported crime.

**152 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 issue was raised:

It was reported that CPALC (Communities, Parishes and Local Councils) would provide a Health check on how well a Council was doing.

It was stated that the Website was out of date. Although the Parish Council was not responsible for the website some adverts were over a year old and needed to be removed.

It was stated that Instow in Bloom had approximately £300 remaining in its account and was prepared to put it towards purchasing a new notice board to replace the current old Instow in Bloom Notice Board for the benefit of the Community. Costs for a new notice board were Oak £571 and Pine £468.

It was stated that the footpaths in the Parish were not signposted.

Concern was also expressed that some of the footpaths were in need of some work.

It was agreed that an inspection of the footpaths be undertaken later in the year when the weather had improved. Councillors Crombie, Green, Mrs Hackett and Moores agreed to walk the footpaths.

Concerns were expressed regarding the Planning Applications submitted by Christie Estate.

It was reported that the land required to access the Tarka Trail in relation to Planning Application 58606 Land North of Marine Parade was not owned by Christie Estates and therefore access from the proposed development onto the Tarka Trail was not possible.

Councillor Green stated that Smiths Gore had done a lot of research in preparing the application and that it was most unlikely they had not established the ownership of land in question

#### **153 REPORT COUNTY COUNCILLOR F. BIEDERMAN**

Councillor Biederman reported that DCC had had to make further budget cuts of £50 million, however the TAP Fund and Councillors Community budgets would continue for another year.

The Chairman stated that DCC had done a good job removing the sand from behind the wall and pavement opposite the Boathouse but there was still a problem with sand on the road.

#### **154 REPORT OF DISTRICT COUNCILLOR B MOORES**

Councillor Moores stated that he had had discussions with NDC Officers regarding the Christie Planning Applications and that the North Devon and Torridge Local Plan would be out for further consultation in mid-March.

He also stated that he had a meeting regarding the Car Park which had been positive and agreed in principle that a lease would be signed under Officers delegated powers. A report would go to NDC Executive to agree to release the lump sum capital payment.

He had also had a meeting with NDC Planning Manager regarding the proposed Sands development.

It was Resolved that NDC be requested to seek the withdrawal of the current Planning Application for the Development of the Sands, Instow and seek a new more realistic application to include an affordable housing element or payment in lieu. In the event that a new application is not submitted within 3 months the Council would request that NDC issue a s215 notice requiring the harm caused by the condition of the building to the visual amenity of the area to be rectified.

**155 MINUTES**

It was **RESOLVED** that the minutes of the meetings held on 15<sup>th</sup> and 26<sup>th</sup> January 2015 and 2<sup>nd</sup> February 2015 be approved as correct records and signed and signed by the Chairman subject to minute 139 D of 15<sup>th</sup> January being amended to refer to Mrs Wearne and not Waring..

**156 MATTERS ARISING FROM THE MINUTES**

The Clerk reported that there were no matters to report arising from the last meeting.

**157 WEBSITE**

The Chairman stated that the Council needed to communicate better with Parishioners. The current independent Instow website was not considered appropriate and that the creation of an Instow Parish Council website should be explored.

Councillor Vandersteen agreed to undertake research and report back to the Council.

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

- a) The Council noted an E Mail from Councillor Champion re sand outside the Boathouse and along Marine Parade which had been considered earlier in the meeting
- b) The Council noted Letters and E mail from North Devon Hospice, Appledore Lifeboat and Northam Lodge thanking the Council for its support and donations of £75 each from the Christmas Carol Event..
- c) The Council considered a request from the Chief Executive Officer for the Torridge, North, Mid and West Devon Citizens Advice Bureau seeking support for the service that the CAB offers.

It was agreed not to give a donation as it was contrary to the Council's adopted policy.

Councillor Crombie declared an interest in the above matter and was not present at the meeting for the discussion or voting thereon.

- d) The Council noted an E mail from Ben Eardley Energy Consultant regarding a Renewable Energy Meeting at Braunton on 4<sup>th</sup> March 2015.
- e) The Clerk reported that the Notice Board in the Bus Shelter opposite the Boat house has been vandalised beyond repair.

It was agreed not to replace a the notice board in the bus shelter but to explore the possibility of having a Parish Council notice board at All Saints Chapel and Community Centre

**159 FINANCE**

The Council agreed/noted the following payments/receipts:

**1. INCOME: -**

Car Park Takings	Period ending	30 January 2015	£	563.00
<b><u>TOTAL :-</u></b>			<b>£</b>	<b><u>563.00</u></b>

**2. EXPENDITURE: -**

Mr. B Keane	Village Handyman	£	211.60	
Mr M. Isaac	Clerks Expenses	£	50.92	
JJ Bins	Dog Bin Emptying	£	50.70	
North Devon Council	Clerk Salary Recharge + Admin	£	678.67*	
North Devon Council	Printing Charges	£	31.53	
North Devon Council	Off Street Parking Order Advert	£	15.81*+	
BT	Telephone Charges	£	131.57	
Information Commissioners	Annual Registration	£	35.00	
Taw Torridge estuary Forum	Annual Subscription	£	20.00	
<b><u>TOTAL: -</u></b>			<b>£</b>	<b><u>1,225.80</u></b>

**Key: -**

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\*£1.29 VAT

\*+£2.63 VAT

**3. BANK – STATEMENT OF ACCOUNTS: -**

Lloyds Bank Treasurers a/c no. 02348842 as @ 29.1.15 (Statement) = £174.70\*  
 Lloyds Bank Business a/c no. 02350065 as @ 23.12.14 according to (Statement) =  
 £30,719.72 +

**Key: -**

\* According to Clerk's records this is £174.70.

+ According to Clerk's records this is £28,782.27 as at 19.2.15.

**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 accou within Lloyds TSB – see IPC November 2010 and item 5 (e) hereafter**

**4. RESOLUTION REQUIRED: -**

RESOLVED that £1,225 be transferred from Lloyds Bank Business account number 02350065 to Lloyds Bank Treasurers account number 02348842 to cover cheques as at 2 above

**5. MISCELLANEOUS:**

**Future Use of Marine (Quay) Car Park following transfer of 99 year Lease by NDC to IPC:-**

See update minute 154 above

**160                    PLANNING**

Council noted that there were no Planning Applications for consideration and an E Mail from Andrew Austen NDC regarding amendments to the draft Local Plan.

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

The following issue was raised:

- A.     The Chairman reported that he had several people raise concern regarding the number of Dogs on the beach. It was agreed to put an item on the agenda for the next meeting
  
- B     Councillor Green reported that the Parish Hall Committee was holding an open day on Saturday 18<sup>th</sup> April 2015 to try and attract new Hall users.  
The Parish Council as a user of the Hall had been invited to attend  
It was agreed that Councillor Green attend and represent the parish Council.
  
- C     The incident reported in the local paper regarding dangers with quick sand was noted.
  
- D     Councillor Mrs Hackett raised a request regarding the provision of a handrail opposite the Meadows. It was agreed that Councillor Mrs Hackett contact DCC Councillor Biederman

There being no other business the meeting was closed at 9.15 p.m.

**Chairman .....**

**Dated: - .....**