

**MINUTES OF A MEETING OF INSTOW PARISH COUNCIL HELD AT
INSTOW PARISH HALL ON
THURSDAY 19th NOVEMBER 2015 AT 7.30 pm**

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

In Attendance: 11 parishioners/members of the public.

89 OPENING OF THE MEETING

The meeting was declared open by the Clerk.

90 APOLOGIES

Apologies were received from Councillors Johns and Vandersteen.

91 COUNCILLOR DECLARATION OF INTERESTS

There were no declarations of interest announced.

92 POLICE REPORT

There was no Police report. The Clerk reported that according the Police website there had been no recorded incidents in Instow in September 2015

93 REPORT COUNTY COUNCILLOR F. BIEDERMAN

Councillor Biederman reported that he was involved in the DCC Schools exclusion and Care leavers tasks teams. He stated that the DCC Peoples budget (Care and Hostel placement) was overspent by £9.1 million.

He reported that he had arranged an on-site meeting regarding the sand that DCC had moved near to the cricket ground and that the drains at the bottom of Quay Lane had been cleared.

A Parishioner reported that there was a large stone that had been located on the pavement near Bridge Lane that was causing a problem.

94 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:

Mr Taylor, a parishioner read out a statement refuting the allegations that were made against him at the last Parish Council meeting and requested an apology from the person concerned.

A Parishioner asked the following:

Planning. Christie Estate.

Is it true that the Agents have "threatened" to withdraw all 3 applications if they do not get all approved?. The Chairman stated that he had received an e mail that an amended application had been received for 6 dwellings on the Anstey Road site and that there was no truth in the rumour. He had spoken to the Planning Officer and further information was awaited.

Planning: Yelland Quay.

Latest indications appear to be that this complex application will not now appear until "just before Christmas"? If so, this is another typical, cynical tactic to minimise the opportunity for public discussion and comment, to the advantage of the developers. The closing date may well be before January IPC Meeting.

The Chairman reported that he had spoken to the Planning Officer and full consultations will be undertaken

Planning 1 Old Rectory Close

There has been much concern and controversy within the Close in recent years in respect of the appearance of very significant boundary fencing when an open plan appearance has been radically changed.

He stated that the new occupant of No 1, situated on the corner of the entrance to the close has erected a solid 6 foot timber fence around 3 sides of the property, replacing attractive shrubs and plants. The only break in the fence is the short driveway entrance.

The concerns are that:

No planning permission has been discussed or applied for.

The fence now obscures the view of traffic to and from the busy Rectory Lane, opposite Venn Close, which also is the route to Instow School. Many drivers use the cul de sac for casual parking and turning.

The Clerk reported that he had referred the matter to NDC Planning to investigate.

A Parishioner asked if the Agenda could be put on the website? The Clerk replied that it could and would be included in future. It was also reported that the hedge between the bridge and the Marine Camp was overgrown. It was agreed to pass this to Councillor Biederman for action.

A Parishioner stated that: 'it trusts the minutes of the last meeting (Oct. 15th 2015) will not be signed off as correct in their present form'

Dogs on the beach review:-

It is noted that in the minutes of the last meeting the Chairman's views were documented but the statement by Cllr. Hackett who contradicted Councillor Moores was not documented.

Why?

Cllr. Hackett was very succinct in detailing the source of the rumours about areas of the beach where a proposed ban and other restrictions were mentioned; at the informal meeting in

August where all Councillors apart from Councillor Renshaw were present.

The brief history about the council's unwillingness to make public, relevant letters from the Christie Estates and the personal letter from Hector Christie to 'Fellow Parishioners' in 2013, refusing to be implicated with a ban, also has been omitted, as have the difficulties in creating a ban (Sept 2012). The Chairman interrupted this brief history by saying the Councillors were aware of the history but Councillor Harrison commented that he had not seen it.

It was also stated that there was no mention of Councillor Clements letter and contents

The Clerk advised that the letter from Councillor Mrs Clements had been read out at the meeting.

It was asked why it had been agreed to pay the invoice for toilet cleaning when the parish Council had agreed not to pay until the lease for the car park had been signed?

It was stated that the Parish Council were under an obligation to NDC to pay and if the Chairman and Vice Chairman had not agreed to pay the monies following a meeting with NDC Chief Executive and Leader NDC may have decided not to progress the lease of the car park to the Parish Council. Retrospective authority had been agreed.

The item on the agenda 'Any matters raised at the discretion of the Chairman was queried.

It was stated that this had been a long standing item for many years on the agenda and allowed members to raise any issues that there not on the agenda for future consideration or note.

95 REPORT OF DISTRICT COUNCILLOR B MOORES

Councillor Moores reported:

That following Mike Kelly's attendance at the last Parish Council Meeting he had given the applicants agent 1 week to withdraw the current application or he would recommend refusal to the application and issue a s215 notice and consider a Compulsory Purchase Order.

The lease of the Marine Parade car park was with the Solicitors. There were some issues to be resolved and North Devon Council had requested that a 7 year break clause be included in the lease.

There had been a meeting of the Parish Forum and John Hart DCC Leader had outlined the tough choices agenda and funding shortfalls.

He had asked Mike Kelly, NDC Chief Planning Officer to attend a future meeting to outline Neighbourhood Plans.

He had also visited the Women's Refuge Centre and attended an awareness meeting on Modern Slavery.

96 MINUTES

It was **RESOLVED** that the minutes of the meetings held on 15th October 2015 be approved as correct records and signed by the Chairman.

97 **MATTERS ARISING FROM THE MINUTES**

- a) Minute 83(a) Storage of Instow in Bloom archive material in the Parish Hall.
It was noted that the Parish Hall Committee had agreed in principle to store the items
- b) Minute 83(b) Location of a Defibrillator
The Council noted that the Environment Agency and Christie Estate had no objections to it being located to the right hand side of Johns Hut. The appropriate casing was being investigated and confirmation of Community Grant funding awaited.
- c) Minute 83(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.

It was agreed to defer and seek further information regarding the materials for the gate and delegate authority to the Clerk and Councillors Crombie and Harrison to accept the lowest suitable quote

- d) Minute 83(d) Flood Gates opposite the Boat House
The Clerk reported that he had received a quote from Pro Weld of £590 +VAT for replacement gate and a quote from Any Weld of £1250 +VAT for a replacement gate and £590 + VAT to repair the gate.

It was agreed to seek further information regarding the materials for the gate and delegate authority to the Clerk and Councillors Crombie and Harrison to accept the lowest suitable quote

- e) Minute 83(e) Public Conveniences: Tender specification
It was noted that a meeting date/time was still to be agreed.

98 **MEETING WITH CHRISTIE ESTATE REGARDING A PROPOSED COMMUNITY COMPOSTING SITE**

The Clerk reported that Councillors Moores, Green and Mrs Hackett had met Hector Christie, James Dennis and Andrew Willoughby (Smiths Gore) and NDC Councillor Rodney Cann to discuss the possibility of a Community Composting site.

Hector Christie supported the proposal subject to a suitable and acceptable site being identified.

It was agreed to contact Councillor Cann to ascertain the next steps/way forward

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

- a) The Council noted an E Mail from Mr Glover regarding the strimming of the Community Orchard.

It was agreed to defer consideration of the matter to ascertain from Mr Glover what would be involved. It was noted that the Orchard did not require cutting at the present time.

- b) The Council noted a letter from DEFRA regarding Bathing Water Classification.

It was agreed that Councillor Green contact the Environment Agency regarding wording and symbols/sign size/timing of any notices to be erected.

Councillor Harrison stated that if permissible a composite sign including bathing water information as well as facilities etc in Instow would be more appropriate

- c) The Council noted that the MOD had agreed to allow the proposed donated new bus shelter to be located on their land adjacent to the Camp subject to the Bus Shelter being transparent for security purposes.

100 FINANCE

The Council agreed/noted the following payments/receipts:

1. INCOME: -

Car Park Takings	Period ending 15 October 2015	£	1,099.50
Car Park Takings	Period ending 23 October 2015	£	419.35
Car Park Takings	Period ending 6 November 2015	£	928.40
<u>TOTAL :-</u>			<u>£ 2,447.25</u>

2. EXPENDITURE: -

Mr. B Keane	Village Handyman	£	184.00
Mr P Cook	Beach Cleaning	£	250.00
North Devon Council	Clerk Salary Recharge + Admin	£	695.77*
North Devon Council	Printing (July/Sept)	£	23.61
JJ Bins	Dog Bin emptying (Sept/Oct)	£	101.40
K. Hopkins	Repair to Bus Shelter	£	110.00
BT	Telephone Bill	£	166.50
OJ Williams	Tractor Derv	£	578.88+
M. Isaac	Clerks Expenses	£	49.83
Murch Brothers	Tractor parts	£	109.18*+
<u>TOTAL: -</u>			<u>£ 2,269.17</u>

Key

+£96.48VAT

*£1.29VAT

*+£18.20VAT

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: -

IPC **RESOLVED** that £2,270 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

RESOLVED that the following Annual Grants be paid:

Instow Parish Hall Committee	£ 333.00
Instow PCC Burial Ground	£ 666.00
Instow, Westleigh and West Yelland Parish News	£ 417.00
All Saints Community Centre	£ 150.00

RESOLVED that the following be no longer supported

Instow Web Site

6. PARISH PRECEPT AND PARISH GRANT 2016/17

RESOLVED that the Parish Precept for 2016/17 be £8,915 (no increase) and the maximum Parish Grant £805 claimed.

It was noted that the Council Tax Support Grant for 2016/17 will be £317.56

101 PLANNING

60124 Prior Approval for change of use classes A1 (Financial & Professional services) & A2 (Betting Offices, Pay Day Loans Shops, Casinos to A3 (Restaurants and Cafes) (Class C), 2, 4 & 5 Marine Terrace, Instow.

It was noted that notification had been sent around to all Members (except Councillor Johns) and no objections/issues had been raised.

102 MATTERS RAISED AT THE DISCRETION OF THE CHAIRMAN

The following issues were raised:

- a) That a Parish Council E Mail address be considered for the Parish Clerk.

Councillor Harrison agreed to investigate and set up. He stated that a Cloud based e mail address would cost about £20

- b) The arrangements for the Carol Service were noted.

- c) That at the next meeting another member be appointed to the member group that meet with Smiths Gore on a six monthly basis to discuss Estate Issues

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

Chairman

Dated: -