

21 July 2016

**MINUTES OF A MEETING OF INSTOW PARISH COUNCIL HELD AT  
INSTOW PARISH HALL ON  
THURSDAY 21<sup>st</sup> July 2016 AT 7.30 pm**

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

**In Attendance:** 17 Parishioners/members of the public.

**52                    OPENING OF THE MEETING**

The meeting was declared open by the Clerk.

**53                    APOLOGIES**

Apologies were received from Councillor Crombie.

**54                    COUNCILLOR DECLARATION OF INTERESTS**

There were no declarations of interest announced.

**55                    POLICE REPORT**

The Clerk reported that there had been one incident recorded for May of damage to building and vehicle and deliberate damage by fire on or near Old Quay Lane.

**56                    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:

Bus Shelters – Anstey Way

A Parishioner stated that she had agreed to fund a bus shelter in memory of her late husband dependent upon dates but it had not been recorded in the minutes.

Pony Field

Concern was expressed that the NDC planning decision on the Pony Fields was not on the agenda. It was also stated that the Parish Council did not have to agree to the inclusion of the 3 development sites in the Local Plan and people were not aware of the Local Plan Consultation.

Councillor Green outlined and explained the timeline in respect of the Local Plan and the NDC consultation process.

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Councillor Biederman explained that the sites had been put forward by NDC and had advertised the Local Plan consultation in a double spread advert in the Local paper. There had been no objections to the sites by statutory consultees.

The application had been Approved in outline with conditions by NDC

It was also asked why the Local Plan process had taken so long.

The Chairman advised that the Government had changed the rules during the process and both Local Authorities had been struggling to confirm a 5 year land supply.

#### Marine Car Park Drain

It was reported that the drain in Marine Car Park was full up.

#### All Saints Chapel

It was reported that the hedge to the right as you exited the All Saints car park was over grown and was blocking the vision of drivers emerging from the car park.

Councillor stated that the hedge had been cut the previous week.

#### Rusted Cover

It was reported that there was a rusted metal cover opposite the Lane End toilets that was dangerous. Councillor Biederman agreed to report and take the matter up with Christie Estates.

#### Beach

It was reported that there was some metal and a tyre that had been on the beach that had been pushed up onto the rocks. It was also stated that there was rubbish by the attrun slipway that had not been collected by the beach cleaner.

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

Councillor Biederman reported the following:

He stated that he had along with Councillor Moores and the Clerk had identified following a site visit the need for 4 Bus shelters along Anstey Way.

He further stated that he was prepared to fund 2 shelters from his Investors in Devon Locality Budget and Mrs Shepherd another one. There was also possible grant funding through the TAP fund.

He also reported:

- That DCC were undertaking a consultation on the North Devon Link Road improvement options
- That the sand opposite the Boathouse had been removed from the pavement and that a meeting with between the Estate, DCC and the Parish Council was to be arranged to discuss and on-going management plan.
- The survey on the sea wall had been undertaken and results awaited

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- That a resident had asked about advertising their business on the wall along Marine Parade. He had advised that this was not an acceptable option and had agreed to meet with the resident, Tapeley and the Parish Council to discuss the provision of an information board and map at the exits into Instow off the Tarka trail.

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

Councillor Moores reported the following:

- a) That he had raised the issue of Bus Shelters along Anstey Way at the TAP meeting as a project.
- b) That he had attended a Members briefing on the ND Link Road improvement options
- c) That he had undertaken a walk about with Councillor Biederman and the Clerk and viewed the following:  
The Sand problem, the sites for bus shelters, the condition of the pavement along Anstey Way, the bus shelter at the end of Marine Parade, the sea wall and accommodation issues at the School
- d) That he was hoping that rubbish near the second beach would now be taken away by NDC as access had now been obtained.
- e) That a meeting was being held with the Ferry Company re the provision of a Life Ring on the Quay

## **59 MINUTES**

It was **RESOLVED** that the minutes of the meeting held on 16<sup>th</sup> June 2016 be approved as a correct record and signed by the Chairman subject to reference being included to the donation of a Bus Shelter by Mrs Shepherd.

## **60 MATTERS ARISING FROM THE MINUTES**

- a) Minute 41 Parishioners Questions
  - (i) Increase in Quorum  
It was agreed not to change the quorum for meetings of the Council.
  - (ii) Faded Road Signs  
It was agreed to put the item on the agenda for the next meeting
  - (iii) Pottery, Lane End  
The Clerk reported that he had informed NDC Enforcement to investigate
- b) Minute 42 Bus Shelters Anstey Way  
See minutes 57 above

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c) Minute 47 Bench Policy

Councillors Mrs Clements and McCrum reported that they had met and viewed the various styles of bench along Marine Parade.

The aim was to seek a recommended design and a bench that was made of strong timber and maintenance free.

It was suggested that the recommended supplier be Lindseyteak and the bench be the Balmoral design and 5 feet in length.

The suggestion was agreed in principal and that further investigations be undertaken with other suppliers and the policy be considered at the next meeting in September.

**61 CORRESPONDENCE**

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

- a) The Council noted an E Mail from Debra Grad re Dogs on the Beach
- b) The Council noted a Letter from Mrs Bell regarding an offer to spend one day a week on the beach protecting the beach environment and picking up dog mess and litter for a sum of £10 for the day.

It was agreed to write to Mrs Bell thanking her for her proposal and to refer consideration of the proposal to the Beach Working Party to consider in conjunction with the proposals awaited from NDC Councillor Cann and NDC Officers to improve the situation.

- c) The Council noted an E Mail from Graham Townsend NDC re Neighbourhood Plan
- d) The Council noted the DCC Consultation re North Devon Link Road Options
- e) The Council noted a Letter from John Stenton re Flood Risk Lyndale Terrace and Chandlers Court.

It was agreed to ascertain the ownership/responsibility of the land. The problem with ditch had been reported.

- f) The Council noted a Letter from Mr Poole re several issues
- g) The Council noted an E Mail from Peter Webb re Sand on pavement
- h) The Council noted an E Mail from Philip Coles ND Yacht Club re grant application
- i) It was agreed that the Christmas Carol Service be held on 11<sup>th</sup> December 2016

**62 FINANCE**

The Council agreed/noted the following payments/receipts:

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**1. INCOME: -**

Car Park Takings	Period - 10 June 2016 to 28 June 2016	£	1,809.75
Car Park Takings	Period – 28 June 2016 to 15 July 2016	£	1,804.80
Car Park Takings	Period – 15 July 2016 to 21 July 2016	£	826.80
Car Park Takings	Additional Car Park Takings	£	67.35
Car Park Takings	Season Tickets	£	325.00
Mooring Fee 2015/16		£	1,750.00
	<b><u>TOTAL :-</u></b>	<b>£</b>	<b><u>6,583.70</u></b>

**2. EXPENDITURE: -**

Mr. B Keane	Village Handyman	£	739.22
Mr P. Cook	Beach Cleaning (1 week)	£	125.00
Mr P Hosegood	Beach Cleaning (5 weeks)	£	900.00
North Devon Council	Clerk Salary Recharge + Admin	£	695.77*
M. Isaac	Clerks Expenses	£	61.06
D. Budd	Grass cutting (July)	£	490.00
SW Water	Water Charges Toilets Car Park	£	17.85
EDF Energy	Electricity Car Park Machine	£	58.77+
H2O Cleaning	Toilet Cleaning (June)	£	400.00
JJ Bins	Dog Bin Emptying	£	70.50
James Electrics	Defibrillator Installation	£	200.40**+
Murch Bros	Tractor Repairs	£	85.20**
H2O Cleaning	Toilet Cleaning (July)	£	400.00
	<b><u>TOTAL: -</u></b>	<b>£</b>	<b><u>4,243.77</u></b>

**Key**

\*£1.29VAT  
+£2.79VAT  
\*£33.40VAT  
\*\*£14.20

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

Lloyds Bank Treasurers a/c no. 02348842 as @ 29.6.16 (Statement) = £2,351.13

Lloyds Bank Business a/c no. 02350065 as @ 29.6.16 (Statement) = £37,094.28

*Outstanding cheque payments 1159-£55.16, 1160 - £695.77*

**NB: - IPC to note that £10,000 was re-invested (until 10.5.17) to a higher interest account (1.25%) within Lloyds TSB**

**4. RESOLUTION REQUIRED: -**

It was **RESOLVED** that £4,250 be transferred from Lloyds Bank Business account number 02350065 to Lloyds Bank Treasurers account number 02348842 to cover cheques as at 2 above

**5. NATIONAL PAY AWARD**

That the National Pay Award of 1% for the Clerks Salary as from 1<sup>st</sup> April 2016 be noted and agreed

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**62                    PLANNING**

Application 61188 Extension to dwelling, Cornerstone, 4 Stonewell, Instow.

The recommendation of No Objections by the Planning Sub Committee were noted and agreed.

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

The following issues were raised:

- a)                    Councillor Vandersteen reported the receipt of an e mail regarding the consideration of the re location of the Play Area.
  
- b)                    Beach Sign.

Councillor Green reported that it had been considered that it would not be appropriate to advertise Commercial Businesses on the sign but only include Sport and Community facilities.

It was agreed to re consider the content of the sign at the September/October meeting

There being no other business the meeting was closed at 9.33 p.m.

**Chairman** .....

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