

15 September 2016

**MINUTES OF A MEETING OF INSTOW PARISH COUNCIL HELD AT
INSTOW PARISH HALL ON
THURSDAY 15th SEPTEMBER 2016 AT 7.30 pm**

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

In Attendance: 9 Parishioners/members of the public.

64 OPENING OF THE MEETING

The meeting was declared open by the Clerk.

65 APOLOGIES

Apologies were received from Councillors Johns and McCrum.

66 COUNCILLOR DECLARATION OF INTERESTS

There were no declarations of interest announced.

67 POLICE REPORT

There were no incidents to report.

68 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:

Marine Parade

Concern was expressed at the number of traders parking along Marine Parade and whether the Parish Council would consider licensing traders.

It was stated that the Parish Council was not a licensing authority but could apply for an order to stop people trading along Marine Parade but the order would be a blanket order that would ban all traders from trading along Marine Parade

Proposed Beach Sign

It was stated that the proposed beach sign could include the Instow motto and the wording 'be aware of this' in relation to water quality issues.

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Planning Applications Update

It was asked if there was an update on the Christie planning applications and the Yelland Quay application and whether the Parish Council had had any communications from Smiths Gore regarding an alternative play area to that proposed on the Pony Field.

The Chairman reported that he would be meeting the NDC Planning Officer next week to discuss any progress and the heights of the properties on the other site.

Beach

It was reported that there had been a number of dangerous objects left on the beach and not collected by the beach cleaner and other objects moved down to the strand line.

The Clerk reported that following a walk about along the beach with 2 Parishioners he and Councillor Green had met with the beach cleaner and raised the matters of concern. These issues will hopefully have now been rectified. The Beach Cleaner would also be removing the rubbish left by the dog bin on the Marine Camp slipway and by the 2nd Beach

Footpath along Anstey Way

Concern was expressed regarding the footpath along Anstey Way. It was stated that this was a DCC matter and should be raised with Councillor Biederman.

Consideration of Parish Councillor Planning Applications

A comment was made that it must be difficult for Councillors to consider other Parish Councillor Planning applications.

69 REPORT COUNTY COUNCILLOR F. BIEDERMAN

Councillor Biederman reported the following:

- North Devon District Hospital Services. That following the leaked report regarding proposed cuts to the ND Hospital Services he had written to the MP expressing his concerns. He would encourage people to write and put pressure on the Chief Executive of Northern Devon Healthcare NHS Trust to retain these vital services.

Councillor Moores stated that he and NDC Councillor Jones had arranged to meet with the Chief Executive of Northern Devon Healthcare NHS Trust in October to discuss the matters of concern and lobby for their retention.

- Marine Parade Sea Wall. That the structural survey had been undertaken and he was awaiting the results
- Parking along Marine Parade In answer to concerns raised with regard to traders parking along Marine Parade he stated that parking along Marine Parade was difficult to control unless Parking meters were installed.

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- Footpath Anstey Way In answer to concerns raised regarding the footpath along Anstey Way (West side) to Lane End Close he stated that he would report to DCC as a health and safety defect and look at the possible use of the Community Pay Back Service.
- Yelland Quay Planning Application That the rumour was that the applicant had gone back to the drawing board to prepare a revised scheme.
- National Citizen Scheme He expressed his thanks to those on the National Citizen Scheme for the work undertaken on the Signal Box and area.
- Bus Shelters That funding for 4 shelters in Instow had been sorted. DCC had agreed to fund 2 shelters from the Sustainable Transport Budget, with additional funding coming from the DCC/NDC Tap Fund, funding from his Investors in Devon Locality Budget and Mrs Shepherd.

He would undertake a consultation of the residents to be affected

70 REPORT OF DISTRICT COUNCILLOR B MOORES

Councillor Moores reported the following:

- a) Water Quality in the Taw and Torridge Estuary That he had attended a Joint North Devon and Torridge Overview & Scrutiny Committee meeting with regard to the continued concerns over water quality of the Taw and Torridge Estuary and that a meeting with Environment Agency had been arranged.
- b) He was the Lead Member for Housing BBC Spotlight had done a piece on Housing the Homeless and why it was on the increase, He also stated that NDC continued to provide Social Rented Accommodation and was performing well.
- c) NDC Executive had agreed to trial 3 weekly black bin collections in two areas yet to be agreed and to introduce a charge for green bin collections.
- d) That the Freedom Centre in Barnstaple was no longer available no longer to taking in rough sleepers overnight when temperatures are below zero for 3 consecutive nights
- e) That the Local Plan examination had commenced and NDC/TDC were re-consulting on areas for traveller sites as a number of sites were required to be allocated/identified in the Plan. It was noted that that a consultation was now also taking place on the proposed amendments to the Local Plan.
- f) That Consultants had been engaged to look at re-development of Seven Brethren which is likely to include a new Leisure Centre and Commercial and Housing development

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71 MINUTES

It was **RESOLVED** that the minutes of the meeting held on 21st July 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.

72 TOILET CLEANING CONTRACT

The Chairman reported that he and Councillor Mrs Clements had been monitoring the cleaning of the toilets by the new contractor. There had been some major issues over the last few months regarding the delivery and performance of the contractor and he and Councillor Mrs Clements had decided that the contract should be terminated as from the 18th September

It was considered that it would not be advantageous to go out to tender and a suitable replacement has been found who has agreed to undertake the cleaning of the toilets on the same terms/conditions and for the same price.

It was agreed that the actions taken by the Chairman and Councillor Mrs Clements be endorsed and the new person appointed under the same terms and conditions.

73 MATTERS ARISING FROM THE MINUTES

- a) Minute 57 Bus Shelters Anstey Way

See minutes 69 above

- b) Minute 60 (a) (ii) Faded Road Signs

Councillor Biederman confirmed that the signs would be removed.

- c) Minute 60 (a) (iii) Pottery, Lane End

The Clerk reported that Planning Consent was not required

- d) Minute 60 (c) Bench Policy Update. Council noted a Report by Councillors McCrum and Mrs Clements and agreed to defer consideration of the report to the next Parish Council meeting when Councillor McCrum would be in attendance

- e) Minute 61 (b) Dogs on the Beach: Update. The Chairman reported that he was meeting NDC Councillor Cann the following day.

- f) Minute 63 (b) Beach Sign – Content. It was agreed to defer consideration of the content of the sign to the next Parish Council meeting.

74 CORRESPONDENCE

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

- a) Proposed waiting restriction proposals.

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The Council considered an E Mail from DCC regarding the introduction of new waiting restrictions in New Road, Marine Parade and Lane End Road.

It was agreed that the proposed waiting restrictions be agreed subject to Councillor Biederman looking into the proposed extension from Bar View/The Cottage to the corner of Whitehouse Close.

b) Micro Orchard. Future Maintenance

It was agreed to continue to fund 2 cuts a year and that Councillor Mrs Clements agree when the two cuts should take place with Mr Glover

c) Advert on boundary wall at Clearwater, Anstey Way. It was noted that following confirmation from NDC Enforcement Officer that action would be taken to remove the sign, the sign had been removed.

d) The Council considered an E Mail from Councillor Mrs Hackett re:

i) Reservation of bench spaces and permission to allow recycled, as in 'fake' wood benches.

It agreed that spaces be not reserved and recycled 'fake' wood benches be not permitted

ii) An approach from the Quay Inn regarding the old flower bed outside the Inn.

That the Quay Inn be informed that the Parish Council has no objections to the flower bed being cut back.

e) The Council considered an e mail from NDC regarding the Off Street Car Parking Order 2017/18.

It was agreed that any changes to the car park charges and/or the operating times be deferred to the next Parish Council meeting.

f) Car Park funding agreement. The Council noted that the agreement had been signed and the funds transferred to the Parish Council.

It was agreed to set up a Car Park/Toilet Sub Committee with a terms of reference to consider a programme of works.

g) Neighbourhood Plan – Next Steps. The Council noted an E Mail from NDC on the next steps and agreed to consider the way forward at the next meeting.

h) Additional Dog Bins. The Council noted the comments of the Dog Bin emptying Contractor with regard to additional bins alongside the Marine Slipway bin and the bin in the middle of the Marine Parade.

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75 FINANCE

The Council agreed/noted the following payments/receipts:

1. INCOME: -

Car Park Takings	Period - 21 July 2016 to 4 August 2016	£	1,356.90
Car Park Takings	Period – 4 August 2016 to 12 August 2016	£	1,213.15
Car Park Takings	Period – 12 August 2016 to 18 August 2016	£	982.30
Car Park Takings	Period 18 August 2016 to 25 August 2016	£	483.00
Car Park Takings	Period 25 August 2016 to 1 September 2016	£	1,076.30
Car Park Takings	Period 1 st September to 8 th September 2016	£	592.10
Car Park Takings	Additional Car Park Takings	£	69.30
Car Park Takings	Weekly Tickets	£	945.00
VAT Refund 2015/16		£	698.17

TOTAL :- **£ 7,416.22**

2. EXPENDITURE: -

August

Mr. B Keane	Village Handyman	£	515.20
Mr P Hosegood	Beach Cleaning	£	720.00
North Devon Council	Clerk Salary Recharge + Admin	£	727.00*
M. Isaac	Clerks Expenses	£	56.65
JJ Bins	Dog Bin Emptying (June/July)	£	145.50
AON	Tractor Insurance	£	421.57
OJ Williams	Tractor Fuel	£	393.70+
Murch Bros	Tractor Repairs	£	163.38*+
Archant	Tender Advert	£	58.80
BT	Telephone	£	178.55

TOTAL: - **£ 3,380.35**

Key

*£1.29VAT
+£18.75VAT+
*£27.23VAT

September

Mr. B Keane	Village Handyman	£	584.50
North Devon Council	Clerk Salary Recharge + Admin	£	703.58*
North Devon Council	Printing	£	10.15
M. Isaac	Clerks Expenses	£	49.79
D. Budd	Grass cutting	£	680.00
H2O Cleaning	Toilet Cleaning	£	700.00
JJ Bins	Dog Bin Emptying	£	118.50
Johns of Instow	Supply of Bin Bags	£	25.00
Mr P Hosegood	Beach Cleaning	£	900.00

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TOTAL: -

£ 3,771.52

Key

*£1.29VAT

3. BANK – STATEMENT OF ACCOUNTS: -

Lloyds Bank Treasurers a/c no. 02348842 as @ 2.9.16 (Statement) = £1,883.08

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

Outstanding cheque payments 1183 £727.00

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 £3,770 be transferred from Lloyds Bank Business account number 02350065 to Lloyds Bank Treasurers account number 02348842 to cover cheques as at 2 above.

76 PLANNING

- a) Application 61517 Change of Use from ancillary accommodation to 1 unit of Holiday accommodation, Loventor, Kiln Close Lane, Instow

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

- b) Application 61552 Installation of Timber Cladding to North West Elevations, The Old Stables, Quay Lane, Instow

The recommendation of No Objections by the Planning Sub Committee was noted and agreed subject to the proposal being in accordance with the Conservation area.

Councillor Moores declared an interest as the applicant and left the meeting for the consideration of the above matter.

Councillor Mrs Clements declared an interest as her son was the architect and left the meeting for the consideration of above matter.

The Council in accordance with standing order 5 agreed to continue the meeting past 9.30 p.m. in order to complete the remaining business on the agenda

77 MATTERS RAISED AT THE DISCRETION OF THE CHAIRMAN

The following issues were raised:

- a) It was reported that youngsters were congregating around the Sands Car Park

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

Chairman

Dated: -

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