

**MINUTES OF A MEETING OF INSTOW PARISH COUNCIL HELD AT
INSTOW PARISH HALL ON
THURSDAY 21 APRIL 2016 AT 8.10 pm**

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

In Attendance: 10 parishioners/members of the public.

1 OPENING OF THE MEETING

The meeting was declared open by the Clerk.

2 APOLOGIES

Apologies were received from Councillors Johns, Renshaw and Vandersteen.

3 APPOINTMENT OF CHAIRMAN 2016/17

RESOLVED that Councillor Moores be appointed Chairman of the Parish Council until re-appointments are made in the next municipal year.

4 APPOINTMENT OF VICE CHAIRMAN 2016/17

RESOLVED that Councillor Green be appointed Vice Chairman of the Parish Council until re-appointments are made in the next municipal year.

5 COUNCILLOR DECLARATION OF INTERESTS

There were no declarations of interest announced.

6 POLICE REPORT

There was no Police report.

7 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:

Car Park.

It was asked why a notice of car park charges had been placed in the ND Journal by ND Council that included charges for Instow Car Park and why had Instow not increased its charges.

The Clerk stated that it was a legal requirement as part of the North Devon Off Street Parking Order (which was administered by NDC) to advertise car park charges to enable legal proceedings to be taken for non-payment etc. The charges had not been increased as it had been considered that the charges were appropriate but the charging hours had been reduced from 24 hours to 8.00 am to 6.00 p.m. in line with NDC Car Parks

Flooding along Marine Parade

It was stated that the road sweeper was still not sweeping close enough to wall on the housing side of Marine Parade. The clerk advised that he had contacted NDC who had stated that they would look into the matter.

Sea Wall, Marine Parade

It was stated that the sea wall opposite Oldstock had not been repaired. Councillor Biederman stated he would again take the matter up with DCC

Marine Parade Planning Application

It was stated that NDC website indicated that the above application would be considered by full council.

The Chairman stated that he had spoken to Mike Kelly, NDC Chief Planning Officer and advised that the Parish Council were not happy with the responses of the Environment Agency and South West Water regarding drainage issues. He had been advised that the s106 agreement required a management company to maintain the drainage system but that there was currently an impasse as no one was willing to take on the responsibility.

8 REPORT COUNTY COUNCILLOR F. BIEDERMAN

Councillor Biederman reported the following:

He had expressed concerns the lack of consultation by Stagecoach regarding the changes in bus services and the lack of bus shelters along Anstey Way.

He had attended a HATOC meeting and DCC had agreed to contact the Sat Nav companies to upgrade their systems regarding directing traffic through Huish.

He had facilitated a meeting between the Parish Council and DCC regarding traffic issues around the village.

The Community Pay back team had undertaken work in the Parish. The Parish Council expressed its thanks to the team.

He stated that the proposed s106 in respect of the Yelland Power Station application did not seek a contribution towards highway/school provision..

9 REPORT OF DISTRICT COUNCILLOR B MOORES

Councillor Moores reported the following:

Sands Update

He stated that the independent valuation assessment of the site obtained by NDC gave a valuation lower than that suggested by the Applicant.

The NDC will now issue a decision notice by the end of the week of refusal and a s125 notice of works required by the Enforcement Officer and Conservation Officer issued. The agent had confirmed that the required works would be completed by 30th September 2016.

Barton Lane Application

He stated that the applicant had been requested to withdraw the application. The Planning Authority was not prepared to support the inclusion of the site highlighted in the Local Plan and would seek its withdrawal from the plan by the Inspector.

10 MINUTES

It was **RESOLVED** that the minutes of the meeting held on 17th March 2016 be approved as a correct record and signed by the Chairman.

11 MATTERS ARISING FROM THE MINUTES

a) Minute 151 Bus Service Changes Letter from Stagecoach

The Council noted a letter from Stagecoach read by the Clerk in response to the changes to the Bus service.

b) Minute 151 Traffic Issues. Update from meeting with DCC

The Council noted that Councillor Biederman had facilitated a meeting between DCC and the Parish Council regarding traffic issues in the village. The issues raised would be considered at the next meeting

c) Minute 155 Vacancy Co-Option Update

The Clerk reported that 5 people had expressed an interest in the vacant position and that he would convene the appointed working party as soon as possible.

d) Minute 156 Public Convenience Tenders and Lane End toilets

(i) The Council noted that 4 tenders had been received and agreed to accept the tender from H2O Cleaning and Maintenance services as recommended by the working party at a renegotiated rate of £100 per week to clean the Marine Car Park toilets as from 1st May 2016.

(ii) The Council noted an e mail from Des Brailey, Leader NDC regarding the Lane End toilets.

It was agreed in principle that the Parish Council take on the responsibility of the Lane End toilets subject to satisfactory negotiations with NDC.

- e) Minute 157 Beach Management Working Party Tender document

The beach cleaning tender contract document circulated to all members was agreed

- f) Minute 161 Defibrillator Location

Councillor Crombie reported that subject to approval by the Parish Hall Committee it was hoped to locate the defibrillator on the wall outside the Parish Hall.

12 BEACH INSPECTION ROTA

The Council considered the Beach Inspection Rota.

Resolved that the rota and check list as circulated be agreed and adopted respectively.

30 May	1st Aug	Will Vandersteen	4th July	5th Sept	Pearl Hackett
6th June	8th Aug	Brian Moores	11th July	12th Sept	Gill Clements
12th June	15th Aug	Anthony Johns	18th July	19th Sept	Michael Green
19th June	22nd Aug	Neil Crombie	25th July		New Cllr
27th June	29th Aug	Eddie Renshaw			

13 COMMITTEE APPOINTMENTS

The appointments were agreed subject to Councillors Moores being deleted as a cheque signatory. Copy attached.

14 CORRESPONDENCE

There was no further correspondence to report

15 FINANCE

The Council agreed/noted the following payments/receipts:

1. INCOME: -

Car Park Takings	Period ending 29 March 2016	£	531.70
Car Park Takings	Period ending 15 April 2016	£	1,458.05
Add Car Park Takings		£	40.95
Weekly Car Park Tickets		£	645.00
Grant	Defibrillator	£	1711.00
<u>TOTAL :-</u>			£ 4,386.70

2. EXPENDITURE: -

Mr. B Keane	Village Handyman	£	220.80
Mr P. Cook	Beach Cleaning	£	500.00
Mr D. Budd	Grass Cutting	£	340.00
North Devon Council	Pay & Display Order Advert contribution	£	12.91+
North Devon Council	Clerk Salary Recharge + Admin	£	695.77*
JJ Bins	Dog Bin emptying (Nov)	£	59.80
M. Isaac	Clerks Expenses	£	60.16
EDF Energy	Electricity for Car Park	£	58.72*+
Brewer Harding and Rowe	Legal Fees re Car Park lease	£	1,059.00
DALC	Annual Membership Fees	£	180.70**
Mrs Moores	Toilet Cleaning materials	£	107.78++
<u>TOTAL: -</u>			<u>£ 3,295.64</u>

Key

**£23.90VAT
 *£1.29VAT
 +£2.15VAT
 *+£2.79VAT
 ++£17.30

3. BANK – STATEMENT OF ACCOUNTS: -

Lloyds Bank Treasurers a/c no. 02348842 as @ 30.3.16 (Statement) = £3,097.21

Lloyds Bank Business a/c no. 02350065 as @ 31.3.16 (Statement) = £32,433.78

Outstanding cheque payments 1126 - £695.77, 1132 - £250.00, 1133 - £1,200

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 £2,500 be transferred from Lloyds Bank Business account number 02350065 to Lloyds Bank Treasurers account number 02348842 to cover cheques as at 2 above

16 PLANNING

- a) 60782 Extension to dwelling, Beach House, Downs Road, Instow
The Council noted and agreed the recommendation of the Planning Sub Committee of No Objections
- b) 60902 Widening Entrance Doorway to comply with part M of the building regulations 4 Marine Parade, Instow
The Council noted and agreed the recommendation of the Planning Sub Committee of No Objections
- c) 60935 Demolition of existing & erection of new boundary wall, Marine Court, Marine Parade, Instow
The Council noted that the above application was to be considered by the Planning Sub Committee

- d) The Council considered an e mail from NDC Planning regarding the s106 for the proposed open space in respect of Application 58606 Marine Parade, Instow.

It was agreed that the Parish Council re-iterate it decision in principle to taking responsibility for the open space play area but that no decision can be taken until the s106 regarding the drainage system has been sorted and agreed.

- e) It was agreed to hold an extra ordinary Parish Council meeting to consider the Yelland Power Station Planning application.

17 MATTERS RAISED AT THE DISCRETION OF THE CHAIRMAN

The following issues were raised:

- a) The provision of a wheelie bin at the bottom of Lane End Close next to the bus shelter. The clerk reported that before the start of the summer he annually requests the provision of a wheelie bin from NDC.
- b) The pavement along Anstey Way is broken and uneven. The clerk stated that this had been previously reported to DCC who had advised that it was not considered a problem
- c) That rubbish was being dumped along the lane near the Cricket Club. It was agreed that the Chairman and Clerk investigate.
- d) The Chairman reported that the large bottle bank in the Marine Car Park had been removed at that NDC would be providing smaller receptacles in its place.

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

Chairman

Dated: -