

Council Date	Subject	Action
21 September 2017	Car Park/Toilets	<p>It was agreed:</p> <p>(a) That the management of the resurfacing contract by NDC be agreed.</p> <p>(b) That NDC Officers draw up 2 options for alterations to the 2 access/egress points ie closure of left-hand side entrance and the narrowing of both entrances.</p>
19 April 2018		Awaiting drawings re revised layout from Mr Roberts NDC
21 June 2018		<p>Councillor McCrum reported that had spoken to Mr Roberts, NDC who had advised that they were still short staffed and he was working on health and safety issues.</p> <p>However, he hoped to get another employee and work on a revised car park layout and CCTV of the drainage in the next 4 weeks. It was still planned to go out to tender in August and commence work before October half term</p>
20 September 2018		<p>Agreed:</p> <p>i) That the decision of September 2017 be re-affirmed and that North Devon Council manage the Instow Car Park renovations, effectively as a contractor on behalf of the Parish Council.</p> <p>That under the agreement North Devon Council be asked to draw up the specification of the necessary renovations (repairs to the drains &amp; resurfacing) and having gained the approval of the Parish Council of the specification, put the work involved out to public tender alongside NDC’s own car park resurfacing works. DC would choose the successful bidder and sub-contract with them for the work,</p>

15 November 2018		<p>and supervise the actual works at Instow Car Park to make sure they met the agreed specification.</p> <p>That NDC be invoiced for the work by the contractor(s) involved and would pay the invoices and reclaim the VAT on those invoices. NDC will then issue its own VAT invoice(s) as contractor to Instow Parish Council for the costs of the work. Instow Parish Council will then pay NDC for the full value of the invoice(s) including VAT and then reclaim the VAT through the normal process.</p> <p>ii) That having reviewed the results of the CCTV survey NDC be appointed as the approved contractor to proceed with the drainage works specified in the initial survey</p> <p>It was reported that the drains had been surveyed. No details had been received from NDC.</p> <p>Car Park Refurbishment - Councillor McCrum updated Council He reported that he had spoken to Mark Roberts, NDC, and based on his information the indicative costs were now going to be around:</p> <p>CCTV survey £10,000 + vat Drain replacement £20,000 +vat Resurfacing £30,000 + vat Changes to Entrances £5,000 + vat</p> <p>Total £65,000 + vat = £78,000 reported that he had spoken to Mark Roberts, NDC, and based on his information the indicative costs were now going to be around:</p> <p>CCTV survey £10,000 + vat Drain replacement £20,000 +vat Resurfacing £30,000 + vat</p>
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<p>13 December 2018</p> <p>17 January 2019</p>		<p>Changes to Entrances £5,000 + vat</p> <p>Total £65,000 + vat = £78,000</p> <p>Councillor McCrum updated Council on the Car Park refurbishment work. He reported that the Car Park Working Group had met Mark Roberts, NDC Officer on the 20<sup>th</sup> February who had advised the following:</p> <p>The survey showed that the drains were very shallow and needed replacing with cast iron pipework at an estimated cost of approx. £20,000. The 3 interceptor tanks were full and were not performing as legally required and would need to be either cleaned or replaced. It was estimated that the re-placement of the drains would take approximately 4 weeks to complete and the car park would need to be partially closed.</p> <p>It was estimated that the re-surfacing and marking out of the car park bays with a geo textile base over the concrete to stabilise the sub base and then tarmacked would take 2/3 days (the car park would be totally closed) and be approximately £30,000. He stated that if one car park entrance was closed except for pedestrian access at an estimated cost of £1,000 six additional car park spaces would be gained (total 39) in addition to preventing lorries using the car park as a roundabout. There was also an option to create one extra car park space by relocating the car park ticket machine at a cost of approx. £1,000 (total 40). (Revised layout plan circulated). NDC Estates were required to be consulted on this structural change and Mark Roberts agreed to undertake this task.</p> <p>North Devon Council was looking to go out to tender at the end of July and commence work in mid-September. The tender would be sent to at least 6 NDC approved contractors and be advertised nationally on the web site. The total cost of the works subject to tender would be approximately £60,000 + VAT. For budget purposes it was stated that a 10% contingency should be allowed which would bring the estimated cost up to £66,000 + VAT.</p>
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<p>18 April 2019</p> <p>18<sup>th</sup> July, 2019</p>		<p>In answer to a question regarding the provision of electricity to the toilets it was stated that this would be very costly although it may be possible to investigate the provision of a 3’’ duct along-side the drainage trenches.</p> <p>It was agreed that the previous decision be re-affirmed and that North Devon Council manage the Instow Car Park renovations, effectively as a contractor on behalf of the Parish Council.</p> <p>It was stated that NDC intended to put the contract for re-surfacing out to tender in late July 2019</p> <p>It was agreed:</p> <ul style="list-style-type: none"> <li>• That a Mr Roberts be requested to meet members on site,</li> <li>• That a maximum of £60,000 be allocated towards the re-surfacing of the car park.</li> <li>• That the proposal to narrow the “in” access be no longer pursued and the entrance remains unchanged.</li> <li>• That NDC be requested to contact the tenants of the adjoining garages informing them of the proposed resurfacing work.</li> </ul>
<p>19 October 2017</p> <p>13 December 2018</p> <p>17 January 2019</p> <p>21 November 2019</p>	<p>Lane End Road, Parking Problems</p>	<p>RESOLVED that the residents parking scheme for Lane End Road as proposed by DCC be agreed for public consultation by DCC.</p> <p>Awaiting reply from DCC as to consultation timescale</p> <p>It was noted that the timescale for consultation was in the new financial year</p> <p>Request to DCC for formal consultation with Lane Road Residents with option for full Village survey.</p>
<p>20 July 2017</p> <p>15 March 2018</p>	<p>Silver Threads</p>	<p>Councillor Biederman. Highway officer considered the visibility exiting Marine Parade onto Anstey Way opposite Silver Threads was safe and not a safety issue. It was clear in my mind, that we need to slow speeding vehicles down in this location and I have asked for a speed audit for that area to be done.</p> <p>Agreed to seek an update from Councillor Biederman</p>

19 April 2018 21 June 2018 18 October 2018  13 December 2018		<p>Councillor Biederman agreed to investigate further It was agreed to chase Councillor Biederman re speed audit Councillor Biederman stated that he would put an item on the Highways and Traffic Order Committee agenda.</p> <p>A Councillor suggested that a speed reduction sign be installed along Marine Parade Councillor Moores reported that Councillor Biederman had raised the issue at the recent Highways and Traffic Order Committee but he had not been informed of any decision.</p>
19 <sup>th</sup> September, 2019	Consultations on Public Space Protection Order – North Devon Beaches.	Reported that NDC are to undertake a consultation exercise on dogs and North Devon beaches within the Councils area. It is hoped to conclude the consultation exercise ahead of next summer.
19 <sup>th</sup> September, 2019  17 <sup>th</sup> October 2019	Parish Footpaths Group	<p>It was agreed to set up Parish Footpaths Group to undertake an inspection of Parish footpaths, and report back to back to a future meeting of the Parish Council.</p> <p>Parish Footpaths Group not yet established.</p>
17 <sup>th</sup> October 2019	Car Park Charges	It was agreed to increase charges by 10p an hour. Annual Ticket to stay at £150. Notice board to be updated.
21 <sup>st</sup> November 2019	Flooding of the Tarka Trail	Report of frequent flooding at the Aqueduct and north end of the tunnel. DCC informed of the issue and response received. No resolution.
21 <sup>st</sup> November 2019	Replacement of Dog Bins – NDC.	NDC agreed to replace dog Bins opposite the Boathouse. To be replaced with top loading to avoid issues with build up of sand. Bins not yet replaced.