

**DRAFT MINUTES OF A MEETING OF INSTOW PARISH COUNCIL
HELD REMOTELY ON**

THURSDAY 23rd APRIL, 2020 AT 7.00pm

Present: - Councillor R Allen (Chairman)
Councillors Mrs M,J Scott, C.Harper, J. Hellyer.

Mr M Harris (Clerk)

Min 001 20/21 OPENING OF THE MEETING

The meeting was declared open by the Clerk. The meeting is convened in line with The Local Authorities and Police and Crime Panels(Coronavirus) regulations 2020.

Min: 002 20/21 APOLOGIES

Apologies for the meeting were received from Councillors Mrs R. Maccall, Mrs P Hackett, and Mrs M. Parkhouse.

Min: 003 20/21 COUNCILLORS DECLARATION OF INTERESTS

There were no declarations of interest announced.

Min: 004 20/21 PARISHIONERS QUESTIONS

Parishioners had been invited to submit any questions to the Parish Council in advance of the meeting. No questions were submitted to the Parish Council.

Min: 005 20/21 REPORT COUNTY COUNCILLOR F. BIEDERMAN

A summary of the report sent by Councillor F. Biederman is as follows:

I have produced this update for you, please forward to your Councillors and contacts, ultimately I am here if you need anything.

Remember if you visit www.northdevon.gov.uk website, you will find all the advice you need,. Today the business support package goes live for you to claim, I know many of you need and been waiting for this. The council officers have been working around the clock to get this totally new system and software loaded, safe and running.

I am very proud to tell them all of the amazing work going on in my wards, Roundswell Residents Association, Instow PC, Fremington Covid Support Group, Horwood, Newton Tracey & Lovacott PC the official groups supporting residents. Fremington PC is closely linking to the support group also.

Our main negative still remains the time to get through to Boots (Remember it's not the staff's fault). Lots of pressure has been put on them by Selaine Saxby and myself nationally and Gareth Chapman from the Facebook group met with area managers yesterday, which I believe was a productive meeting. A new system is going to start, to get your prescriptions out to you.

I was pleased that not only the local press, but national press picked up my calls for second home owners and visitors to stay away. This is so important, I had emails and calls from across the country yesterday, from people not happy with some of my comments, but once I pointed out the full situation and gave them my full press release, they nearly all understood where I was coming from.

Please remember some providers are offering homes to key workers, so don't assume, the police and council are following up reports and visiting the homes, to find out, why they are there.

Around 600 extra carers have signed up across Devon in the proud to care campaign.

Once people are ready to leave hospital, but not ready for home, the Durrant Hotel in Bideford is being commissioned as a community type hospital if needed.

11 of our known 20 homeless people had refused the offer of accommodation. Begging at Chemists a problem, please do not give to them, this might help us get them inside.

Waste and recycling crews are doing an amazing job.

People can contact the council to discuss Council Tax problems, the COMS team are doing incredibly well, given the volume they are receiving.

He expects there will be around 10% drop in collection of Council Tax, remember we collect it, then pass on to the other precept authorities like DCC, Fire, Police and Parish Councils. They will take a proportion of the hit too.

Income to the council in Council Tax, Car Parking, Planning, Pitch Fees and Licensing Fees are likely to mean a loss of 3m in income if the current situation carries on for 3 months as expected. This is from a 12m budget, government have not indicated how much, if any support, will be given to councils. It's good that we have reserves to cover this, but if the situation continues beyond this period, big trouble ahead.

I finish by thanking the staff at Our Councils, who are working from home, but keeping us up to speed and also helping co-ordinate the volunteer effort here.

If you are a Key Worker - we thank you so much, you are putting yourself at risk, as well as your family, there too many to mention.

Min: 006 20/21 REPORT OF DISTRICT COUNCILLOR SAXBY

A summary of the report sent by Councillor S. Saxby is as follows:

Thank you to the Parish Council for their exceptional response to the Covid-19 crisis in establishing a volunteer delivery network and Facebook page. The village has shown it is a wonderful community to live in, and I very much hope this community cohesion will continue once we are through the pandemic. I would also like to thank our excellent county councillor Frank Biederman, who has done so much for the voluntary network from Fremington and beyond.

The sand dune project has progressed as planned now the storms are behind us. I am advised by Andy Bell the wind direction has meant they are not filling up as quickly as perhaps had been expected, but as we all know the wind can change at time in Instow! There was an issue with drainage which I believe Andy's team has addressed. I am aware of comments from a small group of residents that they did not know about the project and I think there have been discussions about another public meeting beyond Covid. For those of us involved in sand and the complications of all the agencies I hope will recognise the decision to trial sand dunes was not taking lightly. In my mind it remains a better and more sustainable plan than hoping that our road will be constantly cleared as nature takes its course in our estuary.

As the PCC elections were postponed by a year due to the coronavirus, I have taken the decision not to stand down as District Councillor this May as planned. At this difficult time, it seems wholly inappropriate to trigger a by-election. My allowance as councillor is given to local causes each month – this month's it is going to the new National Bereavement Partnership Covid-19 hub which has been set up here in North Devon. I would however like to reassure residents and the parish council that I am in regular contact with senior management at the District Council and any issues raised by Instow residents are being dealt with fully.

I am happy to answer questions from residents or the council at any time, or arrange a separate Zoom or Facebook Live session for the village if helpful. I am already answering questions twice weekly at 2pm Wednesday and Saturday on Facebook Live; as well as answering Business questions with the Barnstaple Chamber on Fridays at 1pm. This Friday at 7pm I am hosting an online virtual pub quiz if anyone would like to join in for a fun night in. All details are on my Facebook page (www.facebook.com/SelaineSaxbyMP) and website www.selainesaxby.org which is also constantly updated with Covid-19 information.

The best email to contact me on Council or parliamentary business is Selaine.saxby.mp@parliament.uk and please do not hesitate to get in touch at any time.

Min: 007 20/21 MINUTES OF THE MEETING HELD ON THE 13th FEBRUARY, 2020

It was proposed to amend the wording of **Min 177: 20/21** paragraph four to read “ It was **RESOLVED** to amend the Beach Code of Conduct to restrict access for dogs on the designated area on the Beach during July and August.” (all in favour)

It was **RESOLVED**, subject to the above amendment, that the minutes of the meeting held on 13th February, 2020 be approved as a correct record and be duly signed by the Chairman.

Min 008 20/21 MATTERS ARISING FROM THE MINUTES

There were no matters arising.

Min: 009 20/21 TRACKER – TO REVIEW THE TRACKER

The Parish Clerk highlighted a number of issues on the tracker:

- The revised Car park Improvement Plan has been submitted to North Devon Council. A meeting to discuss the proposals will be arranged when the current restrictions are lifted
- Councillor R. Maccall requested that renewed efforts be made by the Parish Council to request an update from North Devon Council on the current situation with the site of the Former Sand Hills Care Home on Marine Parade.

Min: 010 20/21 INSTOW VILLAGE HALL – ASSETS REGISTER

Councillor M.J Scott explained that the Parish Council were custodian trustees for the Village Hall, and did not own the Hall. The Hall is provided for the Parish of Instow. As a result, it was proposed that the Instow Village Hall be removed from the assets.

It was **RESOLVED** to remove the Instow Village Hall for the Parish Councils asset register.(all in favour)

Min: 011 20/21 ANNUAL GOVERNANCE STATEMENT

This agenda item was deferred to the meeting in May.

Min: 012 20/21 CORRESPONDENCE

- a. DALC – various emails re new regulations/guidance on Covid -19
- b. Devon Communities Together – various emails /updates on Covid - 19
- c. DCC – various emails – Covid -19
- d. NDC – various emails – Covid - 19
- e. Dark skies/Street Lights – Jacqui Poole, Rachael Stenton, all in favour of initiative.
- f. Flooding next to Marine Base – Rebecca Coombs – reported to Chichester Homes.
- g. Code of Conduct – Dogs on beach – Michael Green – noted.
- h. Biosphere Sands Pens – Andrew Rosenthal – various issues raised – response to follow.

Min: 013 20/21 FINANCE

INCOME

Car Park takings – Period 10/03/20 – 20/03/20 - £677.40
Car Park takings - Period 20/03/20 – 24/03/20 - £290.05
Car Park permits -3 issued. - £450.00

TOTAL :- £ 1,417.45

Car Park Income from 1 April, 2019 to 31st March, 2020 Comparison with previous year:

To 31st March, 2019 - £38,189.90

To 31st March, 2020 - £44,052.37

Net of VAT £31,824

Net of VAT £36,710

EXPENDITURE: -

Supplier	Detail	Amount
Julie Braddick	Toilet cleaning/rubbish disposal	£421.25(paid)
Parish Clerk	Parish Clerks monthly salary	£823.19(VAT £1.29)
DALC	Subscription renewal 2020/21	£187.68(Vat £31.28)
Community Heartbeat	Annual service – Defibrillator	£252.00
Dave Budd	Grass cut at half price	£170.00
Total expenditure		£1,854.12

Additional items of expenditure for approval are as follows:

RHBI Insurance – Insurance renewal	- £1,006.78
M.Harris – Parish Clerk – Website domain fee	- £120.00
South West Water – water bill – Jan – April	- £975.85

It was **RESOLVED** to approve for payment all the above items of expenditure.(all in favour)

BANK – STATEMENT OF ACCOUNTS: -

End of year balances

Lloyds Bank Treasurers a/c no. 02348842 as @ 31st March 2020 = £32,992

Lloyds Bank Business a/c no. 02350065 as @ 31st March, 2020 = £69,198

FINANCIAL SUMMARY

The combined balance of funds in both accounts at 31st March is £101,354. Commitments to deduct from the balance for the 31st March £836. The new balance is £100,931 A sum of £66,000 has been ringfenced for Car Park improvements, and £25,000 set aside for VAT payments, of which £21,416 has already been paid to HMRC.

The combined balance at the 9th April 2020 less commitments is £100,321

Min: 014 20/21 PLANNING

Planning Application – consultation request

Ref: 71351 – Notice to modify a planning application at Land North of Marine Parade, Instow

Recommendation of the Planning Sub – Group. No comments on the application.

Planning Application – consultation request

Ref: 71165 – Demolition of existing and erection of replacement dwellings at Two Rivers, Anstey Way, Instow, EX39 4JQ.

Recommendation of the Planning Sub – Group to not support the application. Comments suggest that no decision is made until a site visit can be made after the current restrictions are ended so that the planning section can see the actual setting for the proposal.

Min: 166 20/21 DATE AND TIME OF NEXT MEETING

It is noted that the next meeting remote of the Parish Council will take place on Thursday 21st May, 2020.

There being no further business the meeting concluded at 7.40pm

Chairman

Dated: -