

Minutes – Remote AGM Instow Parish Council

Meeting held on 6th May 2021

Attendees – Cllrs Allen, Scott, Maccall, Hackett, and Hellyer. Additionally 6 members of the public also attended. Parish Clerk, Roger Levick.

Agenda

1. Min 1 AGM 2021 – Chairman hands over to Vice-Chair to preside over election of Chairman for 2021/22 – the Vice-Chair, Cllr Scott, thanked Cllr Allen for his 2 years of being Chair in what has been a difficult time for everyone. She then proposed, and Cllr Maccall seconded the proposal that Cllr Allen be re-elected as Chair. Unanimous
2. Min 2 AGM 2021 – Chairman resumes position – presides over election of Vice-Chair for 2021/22. Cllr Maccall proposed and Cllr Allen seconded the proposal that Cllr Scott should be re-elected as Vice-Chair. Unanimous
3. Min 3 AGM 2021 – Apologies – Cllrs Harper, Parkhouse, DCCLr Biederman, and NDCllr (&MP) Saxby
4. Min 4 AGM 2021 – Councillors Declaration of Interests – none declared
5. Min 5 AGM 2021 – Minutes of AGM (30/05/2019) to be approved – already approved and published on the website
6. Min 6 AGM 2021 – Appointments of Councillors to Committees – the following appointments were proposed and accepted by the relevant Councillors – see appendix 1
7. Min 7 AGM 2021 – Financial summary – see appendix 2 for report and provisional figures
8. Min 8 AGM 2021 – Parishioner questions – several questions were asked and responded to – see appendix 3
9. Min 9 AGM 2021 – Date of 2022 AGM 19th May 2022
10. Min 10 AGM 2021 – Meeting closed at 8.10pm

Appendix 1 – appointments

Finance – Cllrs Scott, Hellyer, and Parkhouse

Parish Hall – Cllrs Hackett and Harper

Police Liaison – Parish Clerk

Car Park Working Group – Cllrs Harper, Maccall, Hellyer, and Hackett

Beach Management Working Group – Cllrs Maccall, Hackett, and Harper

Emergency Planning – Cllrs Scott and Parkhouse

Cheque Signatories – Cllrs Allen, Scott, Hackett, and Maccall, plus Parish Clerk

Co-option Interview Panel – Cllrs Harper, Maccall, and Scott

Responsible Financial Officer – Parish Clerk

Internal Auditor – Michael Green

Taw & Torridge Forum – Cllr Maccall

Planning Rota – April to June, Cllrs Scott & Allen, July to September, Cllrs Parkhouse & Hackett, October to December, Cllrs Harper & Hellyer, January (2022) to March, Cllrs Maccall & Allen

Appendix 2 – Finance

This has been a remarkable year. COVID has really hit the parish finances and we are around £8000 down on car park income in the year. This was partly due to the lockdown, but also to a decision made at the start of the first lockdown to help people who could not access online deliveries and hence had to collect their shopping from Johns. During the period of lockdown motorists were not charged if they were collecting their groceries, and hence there were no penalties handed out. Thus as the traffic wardens could not tell who was who, enforcement was dropped during that time. Unfortunately many other motorists realised that this was happening and did not pay.

In 2019 North Devon District Council announced that they would not be giving any parish grants, and last year was the first year we did not receive one for years. The grant for the footpaths has been applied for, and will arrive in this coming year.

The tractor was sold in the year for £3000 including VAT, so £2500 net, as a decision was made that the tractor repairs bills were getting larger, to sell the tractor and hire in a tractor if necessary, to clear the beach.

However, there was also a reduction in spending in the year, especially on the beach cleaning as the tractor had been sold, so we in fact made a surplus of over £7000.

The VAT situation has still not been completely resolved, but we are now registered and have paid what the consultants recommended.

The bank balance stands at £108,000. This includes the £60,000 plus VAT for the car park repairs, and also the £15,000 put aside for future car park maintenance.

We increased the grants to the Village Hall, All Saints community centre, parish news and the churchyard grass cutting by a small amount. They had not been raised for many years. Probably due to COVID we did not receive any grant applications, although we were expecting some and had budgeted for them.

I hope that this year we will be able to support the community financially.

These are draft accounts, and will probably be slightly different when audited and finalised, but they will differ very little, probably in layout. The final figures will be displayed on the notice boards and on the Parish website

Appendix 3 – Questions from the Public

1. There is a severely blocked drain by Sleafs Corner that floods every time it rains. There has been little response from NDC. Parish Clerk will contact relevant authorities to remedy the situation
2. The 'fencing' of the sand dunes – has it been regarded as a success, and are there future plans in place. Parish Clerk will contact Andy Bell for an update, and relay the answers.