

Minutes – Remote Instow Parish Council Meeting held on 6th May 2021

Attendees – Cllrs Allen, Scott, Maccall, Hackett, & Hellyer. Parish Clerk Roger Levick

Agenda

1. Min 22 21/22 – Opening of meeting – *meeting started at 8.10pm following AGM*
2. Min 23 21/22 – Apologies – *Cllrs Harper, Parkhouse, DCCllr Biederman, NDCllr (&MP) Saxby*
3. Min 24 21/22 – Councillors Declaration of Interests – *none declared*
4. Min 25 21/22 – County and District Councillors reports. *DCCllr Biederman emailed an update on the 2 ongoing planning applications: Yelland Power Station application has been deferred. The committee want to see if there is more money from viability to use to mitigate the impact. The motion to refuse was 7-7 with the Chairman using his casting vote against. A motion to approve was lost 11-3, and the motion to defer was won 10-4. The concerns regarding asbestos were taken very seriously, and was very much at the forefront of his (DCCllr) and NDCllr Saxby's thinking. As and when further news becomes available, it will be forwarded. Litchardon Solar Farm was unanimously approved, but agreed that in consultation with Cllrs Biederman, Mackie, and Saxby, the screening and hours of HGV movement would be monitored. HGV movement was to be limited to 10-3pm each day, to alleviate any issues with morning and evening traffic. There was a concern as to how that would be policed, but time would tell. NDCllr Saxby emailed to say that she was keeping onto NDC regarding the amount of rubbish at the ATTURM slip, and was keen for NDC to place bins in position*
5. Min 26 21/22 – To confirm as a true record the minutes of the meeting held on 15th April and update on actions agreed – *approved unanimously*
6. Min 27 21/22 – Tracker update – *see appendix 1*
7. Min 27 21/22 – Correspondence and Communications – *see appendix 2*
8. Min 28 21/22 – Finance, to include a summary of Council Finances and approval of listed payments (see appendix 3) To approve final accounts for 2020/21 – unanimous. To approve Annual Governance Statement - unanimous
9. Min 29 21/22 – To delegate authority to the Finance Committee to pay additional invoices due before the 1st June owing to the length of time between Council meetings – *unanimously approved*
10. Min 30 21/22 – Planning update – *application 73201, 17 White House Close. Comments were made that a full length balcony could open it up to all neighbours applying, and could detract visually. Additionally if the balcony is full width, the privacy of neighbours could be compromised, therefore non transparent 'ends' should be used, with a suggestion that the width is not full length, but ends maybe 50cm short. As this is a second/holiday home, the balcony could well be used for barbeques, and the privacy of neighbours should be paramount. PC to refer comments on*
11. Min 31 21/22 – Clarification of DALC Guidance for Council Meetings looking forward – *the Parish Clerk clarified the reasoning behind bringing May's meeting forward, and delaying June's meeting, as ensuring that the remote meeting was within Gov't legislation, and that with restrictions being lifted on June 21st, the June meeting could revert to the 'normal' Village Hall format*
12. Min 32 21/22 – Date of next meeting – *Thursday 24th June at the Village Hall*
13. Min 33 21/22 – Any other Business Matters not on the agenda – *none raised which has not been documented*
14. Min 34 21/22 – Meeting closed at 8.45pm

Appendix 1 – Tracker

1. **Car Park** Ticket Machine – Awaiting firm date for installation, expected by the end of May
2. **Former Sand Hills Care Home** – further response from CEO NDC, stating that NDC had been in contact with the owner and agent, chasing actions from them. PC to further chase NDC by 21st May, as Council still feel not enough urgency is being shown

3. **Residents parking** (Lane End & part of Marine Parade). Consultation paper sent out to residents, also published in local press. Will await results, however the Council expressed their dismay at the limited options proposed, when the whole village needed to be considered. PC to inform DCC of Council's thoughts
4. **Car Park Improvement Plan** – Nothing further heard regarding start date, still optimistic for 2021
5. **Instow Beach Moorings** – Mapping of useable moorings to be carried out by P Short - ongoing
6. **Parking and congestion in Instow** – past plans for traffic management to be reviewed in light of changes to bus routes. County and District have been asked to oversee, with a view to advising what changes could be made for the benefit of residents, whilst appreciating that visitors are an integral part of village life. No past plans received to date

Appendix 2 – Correspondence and Communications

1. Following exchanges of emails, Crown Estates have reduced rent to £750. Rebate of £75 expected
2. DCC Residents Parking Order Consultation Paper – open until June 3rd
3. Email from Nick Arthur commenting on the unfairness of the DCC Parking Amendment Order. He also copied DCC and NDC Councillors. Council in agreement.
4. A Mr Hyland from Fremington wanted to replicate the snakeshead fritillaries observed on Instow's verges in his garden. Referred onto Cllr Maccall for a suitable reply
5. Email from Liam Bunclark regarding NDYC holding an event for Dart 18's on the 19th & 20th June, and asking permission (if the event goes ahead) to use the beach as the launching and holding area, 18-21st June
6. Cllr Steer (Fremington) asked if we (IPC) could 'bend' the metal fence post back to its upright position outside the Signal Box where it looks as if a lorry has hit it. Replied apologetically as no relevant machinery
7. Email from P Cante regarding the poor condition of the paint on the outside (sea facing) wall of the garage block, the paint inside the bus shelter opposite the Boathouse, and the River Authority signage. Council to look at what can be done

Appendix 3 – Finance

<u>Payee</u>	<u>Details</u>	<u>Amount</u>
Source for Business	Water bill Jan-April	£679.28
North Devon Council	Dog waste emptying	£900.00
Andy Piper	Bus shelter cleaning	£60.00
Michael Williams	Sign erecting	£30.00
MJ Scott reimbursement	White lining paint and tape	£56.84
Charles Waldren	Website reimbursement	£121.20
Bob Allen reimbursement	Printed signs	£107.93
NDC	Clerk's salary	£733.55
Julie Braddick	Monthly payment - toilet block	£476.66
Joanne Bell	As per time sheets	£180.00
Parish Clerk	Zoom, Ink Cartridges, Laminates, Parking, Monthly ex's	£136.45
Julie Braddick	Bus shelter cleaning	£144
Booker	Toilet Block materials	£115.13
VAT	Quarter 4 2020/2021	£805.25
May-21		
Treasurer's Account		£25,543.26
Business Account		£86,572.29
Car Park Income 21/22 year to date		£5,020.25
Car Park Income 20/21 year to date		£709.90
Monthly period 21/22	Start of financial year - as above	
Monthly period 20/21	Start of financial year - as above	