

Minutes - Instow Parish Council Meeting

Held on the 21st October at Instow Parish Hall 7.30pm

Attendees – Cllrs Allen (Chair), Scott (Vice-Chair), Maccall, Hackett, Stewart, Helyer, and one member of the public. Parish Clerk – Roger Levick

1. Min 81 21/22 – The meeting opened at 19.30
2. Min 82 21/22 – Apologies – DCCllr Biederman, NDCllr (&MP) Saxby, Cllr Arthur. Mr D Jeremy and Mr P Cantle also sent their apologies
3. Min 83 21/22 - Councillors Declaration of Interests – none raised
4. **15 minutes for Parishioners to raise any appropriate questions** - Ms L Forman asked if IPC had been made aware of the lease for John's to use the Pier had been renewed. The Chair replied that as it was a commercial transaction between Christies and John's, IPC would not be involved, so would not expect to be informed. After much discussion, it was agreed that the Clerk would write to Christies, expressing the concerns still being raised.
5. Min 84 21/22 County & District Councillors report – DCCllr Biederman reported via email that he had asked James Bench at DCC to recover the different reports on parking in Instow - he had also reported the issue of sand on Marine Parade to DCC – the Lane End and Marine Parade residents parking is being finalised, and should be in place by the New Year – he will be asking for some double yellow lines to be added in New Road to create passing places and alleviate residents access problems (IPC & residents will be consulted before it passes through to the Highways & Traffic Orders Committee). NDCCllr (&MP) Saxby, reported by email that she had become involved in the Worlington dispute with Airband, otherwise things had been quieter than usual
6. Min 85 21/22 - To confirm as a true record the minutes of the meeting held on the 16th September – agreed.
7. Min 86 21/22 - Matters arising from the minutes not listed elsewhere on the agenda – the 'allowing' of the grass to grow to the right at the top of Quay Lane was discussed in relation to the potential restriction of traffic visibility turning onto Anstey Way. The Clerk was tasked with communicating with Mr & Mrs Gale
8. Min 87 21/22 - Tracker update – see appendix
9. Min 88 21/22 - Correspondence/Communications – see appendix
10. Min 89 21/22 - Finance – a summary of Council Finances, and to approve listed payments for October (see appendix). To discuss retrospective payment for Bridge Lane historical bridge weight restriction signage refurbishment. To discuss Car Park Contractor T&C – Bridge Lane signage costs (£135.08) agreed, as was the proposed contract for the Car Park machine management (when needed)
11. Min 90 21/22 - Storage of Village Records and Documents – it was agreed that Cllr Maccall would collect said documents and flash drives, and deliver them to Cllr Scott for safe keeping. It was also agreed to copy the flash drives for safety reasons
12. Min 91 21/22 - \$106 monies – Cllr Scott informed Council that the 2 proposals (signage boards on the Tarka Trail, and fold up benches on the seaward side of the wall opposite John's) were progressing well, and that a permit from the Environment Agency would have to be obtained for the benches. Nothing can be done until the building starts and the monies arrive!
13. Min 92 21/22 - Footpaths – Council confirmed through various members that the footpaths in the Parish had been walked within the past 12 months
14. Min 93 21/22 - Sand on pavements – Clerk to contact RM base to see if they could help move the sand on the beach. If not, then it was DCC's responsibility, not IPCs, and DCCllr Biederman had already confirmed that he had notified DCC. IPC had tried to recruit someone for 6 hours per week to clear the sand – no-one was interested. Cllr Scott also pointed out that if IPC start clearing the sand, DCC will be 'off the hook'.

15. Min 94 21/22 - Christmas Concert – Cllr Scott has liaised with the Commodore Hotel, who had agreed that the lower car park could be used. It was noted that a Christmas Tree and appropriate lights would need to be obtained. Cllr Scott to book the band and place advert in the Parish Magazine.
16. Min 95 21/22 - Christmas Party as IPC 'thank you' – Commodore agreed to host it, and IPC will fund. Date to be confirmed.
17. Min 96 21/22 - Planning update – DCCllr Biederman reported (via email) that an appeal had been submitted regarding Yelland, but had not been verified to date by the Inspector, and that IPC will be contacted once it becomes 'live' as IPC gave submissions at the planning stage
18. Min 97 21/22 - Recreation Ground – all documents with Cllr Arthur
19. Min 98 21/22 - Date of next meeting – Thursday 18th November
20. Min 99 21/22 - Any other business not listed, or late items – The Chair had been asked if the Council would agree to the Yacht Club using the beach on the 30th October. It was pointed out that IPC could not give permission as they do not lease the beach above the high tide mark and that the Yacht Club should approach Christies.
21. Min 100 21/22 - Agenda items for November meeting – nothing specific

(As the meeting exceeded 2 hours at minute 18, Council agreed to extend, and eventually the meeting closed at 21.40hrs)

Instow Parish Council 'Tracker' – updated for October 2021

1. **Car Park** – No particular issues
2. **Former Sand Hills Care Home** – an email received from CEO on 6th October stating that he believed that a building regs application had been submitted in September. As a result of that email, a further communication was sent (cc'd to all Cllrs) adding again the full comprehensive list from Cllr Maccall regarding Section 215, Town & Country Planning Act, stating that IPC would be looking to implement actions, unless IPC received a substantial confirmation that NDC was in active pursuit of Mr Patel. The Clerk also communicated with John Edwards to see if he had had any more contact with Mr Patel, to which the answer was 'no'. The Clerk was tasked with obtaining Mr Patel's address and writing to him.
3. **Resident's parking** (Lane End & part of Marine Parade). In the process of being finalised and should be in place by the New Year
4. **Car Park Improvement Plan** – No communicated change to provisional date of April 2022
5. **Parking and congestion in Instow** – awaiting copies of previously 'mothballed' plans from DCC
6. **Instow Recreation Ground** – lease to be looked at by Cllr Arthur
7. **Queen's Birthday 2022** – Instow WI will be organising with a grant from IPC
8. **Lane End Close** – double yellow lines question. Will IPC act in support of the presentation made at last month's meeting. This matter will now be dealt with in conjunction with the review and plan for the overall parking review for Instow by DCC and IPC.

Correspondence and Outcomes – October 2021

1. Email from B Spiegelhalter on behalf of Worlington residents regarding intrusive placements of Airband poles for hi-speed internet. Parish Clerk forwarded a copy of Airband's email dated 23rd September to IPC regarding a similar situation, which says 'No formal planning application or notice of prior approval is required for this development, and there is no right of refusal or fee involved'. Selaine Saxby (MP) now involved, who supports the Worlington resident's point of view, and is in contact with Airband
2. Instow Women's Institute want to replace their Bench on Marine Parade which is now beyond repair, and want to know what IPC's policy is regarding plastic benches, which should be far more durable. Answer, no, as wood is stipulated as the agreed material
3. Email from Mike Glover reminding the Council that the Orchard had been placed on the Communities Priority list, and that the Platelayer's Shed (which pre-dates the Signal Box) needed signage - noted
4. Email from P Cante noting that rats have been seen running along the Pier

5. Email from D Neill regarding two boat wrecks that he considered dangerous, and asking for IPC' help in sorting the issue. Referred to the IPC Solicitor to investigate legal liabilities.
6. Email from Martin Caddy (DCC Area PRow Warden) regarding felling of one Sycamore tree, and canopy reducing to two more, in the area between Kiln Close Lane bridge and Quay Lane Bridge – this to take place as soon as viable
7. Email from D Jeremy regarding the Test Rise Allotment Initiative. This apparently looks to put people who want an allotment but who can't find one, in touch with (perhaps) elderly persons who have a large garden which has become too much for them to look after. This would appear to be an 'idea' from Mr Jeremy for the Council to consider taking forward. After discussion, it was agreed that this was not a viable proposition, as the legal implications would be too great. It was also noted that there are only 2 people on the waiting list for an allotment, so the demand does not seem to be there.
8. Email from Jo Foster, asking if IPC were considering placing Electric Charging points in the Car Park. Clerk replied stating that the question had been put on hold, but was scheduled as an agenda item for December's Council meeting
9. Email from Gail Bowering-Sheehan asking IPC to be aware that Lane End Close residents were concerned that as DCC had not recently trimmed back the hedges and vegetation that backed onto Anstey Way, the developers for the houses on the opposite side, may take the opportunity to cut them back, in a manner which could affect the privacy of their gardens (and give the occupants of the new development a better view!)

Finance

Booker	Toilet Block materials	£299.77
Joanne Bell	Beach Cleaning	£180.00
Metric	Ticket rolls	£95.69
Archant	Job advert x 2	£302.40
Michael Williams	Bench removal	£72.00
David Budd	Grass cutting x 2	£510.00
NDC	Dog Bin emptying	£351.00
NDC	Clerk salary & overtime	£1,045.09
Parish Clerk	Monthly expenses	£40.00
Julie Braddick	Toilet block, bus shelters, lime kiln clearing	£685.26

Oct-21

Treasurer's Account	£33,643.62
Business Account	£95,253.73
Car Park Income 21/22 year to date	£30365 - net £25304
Car Park Income 20/21 year to date	£20927 - net £17439
Metric Income - card payments	£8811.6 - net £7343
Metric Income - cash payments	£2588.90 - net £2157
Year to date - parking income	£34804 vs £17439 (net of VAT)