

April 2022 - Instow Parish Council Meeting Minutes

Held at Instow Parish Hall on Thursday 21st April 2022 7.30pm

Attendees – Cllr Allen (Chair), Cllr Scott (Vice-Chair), Cllrs Arthur, Maccall, & Hackett

Also present – Parish Clerk, and 2 members of the public

1. Min 01 22/23 – Opening of the meeting at 7.30pm
2. Min 02 22/23 – Apologies – NDCllr (&MP) Saxby, DCllr Biederman, Cllrs Stewart & Hellyer
3. Min 03 22/23 – Councillors Declarations of Interest – none declared
4. Min 04 22/23 – 15 minutes for Parishioner questions – Mrs Cantle wanted to know who had given the go-ahead for the bus-stop by the signal box to be closed to 21 & 21a bus route, and a new stop positioned towards Bridge Lane. She felt it was an unfair move, much more dangerous, and nobody had been notified prior to it happening. The Chair explained that neither the Council, NDC, or DCC had been informed, and that DCllr Biederman was ‘on the case’ for answers.
5. Min 05 22/23 – County & District Ward reports – NDCllr Saxby reported that she remains concerned about the dog bins at the slipway, and variation in collection times. A new (non-dog) double waste bin has now been placed at the slip, and issues around collections resolved. The Councillor Grant Scheme is now open (details sent by the Clerk to Councillors), and she hoped that the Council will have a scheme that she can contribute towards. (See AOB where the possible options were discussed) NDCllr Saxby also confirmed that she has sent a written contribution to the Yelland Appeal, along with her apologies due to Westminster commitments. She reiterated her willingness to help the Council, either as a District Councillor, or as an MP. Cllr Maccall wanted to know why the Council had not been copied in to the report to NDC regarding Yelland Quay. There was no report from County
6. Min 06 22/23 – To confirm as a true record the minutes of the 17th March - agreed
7. Min 07 22/23 – Any matters arising from item 6 – Cllr Maccall, supported by Cllr Arthur, wanted to know why NDC had moved the dog bin from the seaward side of the ‘pedestrian gap’ into the Dunes, just up from the Boathouse, to a new position nearer to the Glorious Oyster entrance, and on the road side. Not only was the new position inconvenient, but partially blocks the pavement. Clerk asked to investigate and see if it could be moved back. Cllr Maccall also wanted to know why the 4 dog bins by the Marine Slip were not all in one line, as opposed to scattered. The Clerk explained that the fixing of the bins was not as simple as just lining them up, as to break through the concrete, or install new ironwork was not practical
8. Min 08 22/23 – Tracker update – see appendix
9. Min 09 22/23 – Correspondence & Communications – see appendix
10. Min 10 22/23 – Finance – a summary of the Council finances, and to approve any payments. All payments approved. The Clerk updated the Council with the appointment of a Pavement Cleaner, who would be starting in June. It was then discussed as to whether it would be possible for him to start in May – Clerk to ask the question, and also investigate the possibility of purchasing suitable hi-vis vests for those who do work on behalf of the Council. Agreed that hi-vis vests be obtained.
11. Min 11 22/23 – Planning matters. 75043 Little Hill South, no issues noted apart from Cllr Scott’s question of whether the plans ensured access to the existing water tanks. 75135 Kiln House – Cllr Arthur questioned whether the width of the drive was suitable for the increase in traffic, and whether some form of traffic calming should be put in place in Kiln Close Lane to slow vehicles down. Cllr Scott wanted reassurance that the Tree Preservation Officer had been involved in ensuring that the tree roots by the boundary were being protected, and that perhaps the patio should be made of a permeable material. Hillsleigh in New Road, was also raised as a question, to

see if the trees there are now protected by TPO's. Clerk to investigate with the Tree Preservation Officer. This is a matter which first arose in September 2020.

12. Min 12 22/23 – Car Park refurbishment update. See Tracker point 1
13. Min 13 22/23 – Flower bed maintenance – Cllr Maccall agreed to look at the options and report back at May's meeting.
14. Min 14 22/23 – Notice boards – see AOB
15. Min 15 22/23 – IPC Jubilee Display – see Tracker point 5
16. Min 16 22/23 – Neighbourhood Watch – the Chair had completed some research, and would present his findings, and promulgate, including the Parish Magazine. Cllr Arthur agree to remove the old and outdated NW signs from lamp posts number 25 and 28.
17. Min 17 22/23 – AOB and date of next meeting - Options discussed as possible areas for a grant application from NDC. Cllr Saxby were monies to replace the damaged notice boards by Marine Parade from Storm Eunice. Clerk to liaise. Next meeting, preceded by the Parish AGM, and Council AGM, is May 19th, 7pm start for the AGM's.

Appendix 1 - 'Tracker' – updated for April 2022

1. **Car Park** – Car Park Working Group meeting held. Cllr Stewart and Parish Clerk tasked to 'urgently' make progress on the car park refurbishment. Quotes being obtained, meeting held with Selaine Saxby, meeting held with potential contractor (P Crabb), camera examination of the car park drains being carried out prior to final quotation. Cllr Maccall wanted it recorded that the Council appreciated the work put in by Cllr Stewart on the project to date – all agreed.
2. **Former Sand Hills Care Home** – Cllr Arthur continues to try and liaise with CEO of NDC. It was pointed out by Cllr Maccall that IPC had forwarded a list of what NDC could do regarding bringing The Sands up to a reasonable standard, and that Mr Patel could be billed for the work. Cllr Arthur to go back to NDC with the question
3. **Parking and congestion in Instow** – no previous plans appear to be available from DCC, therefore next steps need to be documented if any progress is to be achieved. Cllr Arthur will now organise a 'walk-through' of the Village to enable a complete picture of what needs doing, and more importantly, what could be possible.
4. **Instow Recreation Ground** – Trustees account now set up. DCCllr Biederman has sent a grant application form to Cllr Scott, for a Community Grant.
5. **Queen's Jubilee 2022** – Council agreed (in January) to fund reasonable expenses, £500 was suggested as reasonable, but it could cost more. The WI as co-organisers, wanted a Council display in the Village Hall. The Chair agree to contact C Harper to see if he would be willing to help. Cllr Scott wanted the Council to acknowledge what a help DCCllr Biederman had been regarding the signage requirements.
6. **Queen's Birthday (2)** – possible location of tree planting on behalf of IPC as part of the celebrations. After much discussion, it was felt that maybe the tree planting could be bettered by investigating whether a Flag Pole might be a more suitable option. Clerk to contact Christies to see if one could be placed at the end of the Pier.
7. **Lane End Close** – double yellow lines question. Will IPC act in support of the presentation made to Council? Agreed to form part of overall consideration/plan – see point 3.
8. **Rewilding of area at top of Quay Lane** – DCC had responded with a 'no' to the informal request, citing visibility splay. The Clerk has asked (via DCCllr Biederman) what the process is to challenge the decision, and report back. Process question now with DCC. Discussion took place to see what the alternatives might be, one being that IPC took the responsibility for cutting the grass in question, so that it could be left to grow to say 30cm? Clerk to liaise with Dave Budd to see what the additional cost might be, and report back in May.
9. **Dog Bins** – NDC have been very helpful following pressure from Selaine Saxby, and the Clerk now has a direct contact with them. A double (non-dog) waste bin is now at the ATTURM slip, along with the 4 dog waste bins, and an agreement to do weekend collections during the Summer and Bank Holiday periods. NDC have also agreed responsibility for the waste bins opposite the Commodore and the Boathouse which are rusted out, and will be replacing them with new ones. See also Minute 07

Appendix 2 - Correspondence and Outcomes – April 2022

1. Email from Mr T Lane asking when beach cleaning will re-start, and offering to do some voluntary cleaning in his spare time. Clerk responded saying that anyone could pick up litter at any time, but if it became an 'official' clean, then various rules and regulations kicked in, i.e. public liability insurance as an example. Instow Parish Council welcomes any voluntary litter collecting, but cannot officially sanction it on an ad hoc basis. Mr Lane was thanked sincerely for his offer
2. Various emails from DCCLr Biederman regarding the closure of the bus stop for routes 21 and 21A at the junction of Anstey Way and Marine Parade, with the stop being moved up the hill on Anstey Way, close to the turn to Bridge Lane. No-one had apparently been consulted by Stagecoach before making the change. DCCLr Biederman considered it a dangerous placing (of the new stop) as it is at the brow of the hill, and the road is double white lined, which means (in theory) that vehicles cannot overtake a stationary bus. Observations by the Clerk show that vehicles take no notice of the double white lines when it is clear to pass! Now awaiting a response from Stagecoach. The original bus stop remains in operation for the 5b route.
3. Following the issues with sand blowing over the wall along Marine parade, in that paths have been unusable, drains have been blocked, and water accumulates as a 'lake' opposite the Boathouse, the Clerk (on the Chairman's instruction), wrote to Andy Bell regarding the problems. Vegetation was supposed to have grown and stopped the loose sand from encroaching, and whereas it was appreciated that the weather has not been conducive towards that happening, were there any plans in place. The answer came back that it was hoped that S106 monies were going to be available to create further artificial dunes on the seaward side – in other words, there was nothing pro-active in the pipeline, although Mr Bell says that he is in contact with Highways to clear drainage.
4. Received this morning (19th April), a notification that a Mr Kiley has made a claim regarding his tripping over the bolts in the pavement opposite the Instow Arms, following the removal of the benches due to Storm Eunice, and prior to them being signed as a hazard. Clerk will keep all Councillors informed.

Appendix 3 - Financial Information – April 2022

Number	Payee	Details	Amount
1	Booker	Toilet Block	£196.06
2	HMRC	VAT Q4	£1459.16
3	Parish Clerk	Clerk's expenses	£88.39
4	Dave Budd	1.5 grass cuts	£510
5	DALC	Annual subscription	£166.18
6	NDC	Dog waste collections	£351
7	BHIB	Annual Insurance Policy	£1226.63
8	NDC	Clerk's Salary	£808.58
9	Michael Williams	Maintenance	£42
10	Andy Piper	Outside of Bus Shelters	£60
11	Julie Braddick	Toilet Block & maintenance	£665.09
	Treasurer's Account	£34124	
	Business Account	£95586	
	Car Park Income YTD net of VAT	£1822 (not really indicative as too early into the year, and collections due)	
	Car Park Income 20/21 YTD net of VAT	£2720	