

# Instow Parish Council Meeting

To: Cllrs Allen, Arthur, Edwards, Foster, Hackett, Hopkins, McCrum, Scott.

DCC Councillor Biederman. NDC Councillor Renshaw

You are requested to attend a meeting of the Instow Parish Council, which will be held on **Thursday 21<sup>st</sup> September 2023 at 7.30pm** at the **Village Hall** for the purpose of transacting the following business:

## Agenda

1. Apologies received.
2. Councillors' Declarations of Interest.
3. Public Session – 15 minutes.
4. County report in person or by email.
5. Ward Member report in person or by email.
6. Confirmation of Minutes from the **20th July 2023**
7. Any matters arising.
8. Tracker update.
9. Correspondence.
  - a. Closure notice for **5<sup>th</sup> December 2023**, 1 day Proposed Road Closure for Lane End - WDPJ8K6J INSTOW
  - b. DCC Stakeholder Liaison team -introduction to their service by email on 31.8.23
  - c. Street Lighting- environmental impact. By email 29.8.23
  - d. Dog-Related PSPO review 2024 email. Responded 25.8.23
  - e. Dog-nuisance related emails received on 8.9.23 and 12.9.23 from various Marine Court residents regarding PSPO above.
  - f. Benches- various emails regarding waiting list and condition of benches, including that from Lenice Forman on 1.9.23
  - g. Beach Access- email received 9.8.23 regarding limited access near Boathouse due to vegetation obstruction.
  - h. Beach access- verbal complaint to Clerk of car parking daily on beach- reported 8.9.23
  - i. Housing proposal at Rectory Road- email from Oliver Gibbins 6.9.23
  - j. Speeding traffic- verbal complaints via Chairman- email 12.9.23
  - k. Brambles on verges- email 5.9.23 from Jenny Shepherd.
  - l. Emergency Dental Support in N Devon- Parliamentary Petition started by Selaine Saxby – email from D Hoare 14.9.23
10. Car park.
  - a. Meters- Metric: proposed reduction to regular charges.  
Flowbird: new receipts account.

- b. Off Road Parking notice- review of Off-Street Parking Order, including tariffs, for Spring 2024
  - c. Permits- to consider including make of car.
- 11 Policies for review- Members Code of Conduct, Disciplinary Rules & Procedures, Training, Equal Opportunities, Child protection, Code of Practice for Handling Complaints.  
<https://www.instowparish.com/documents.php>
- 12 Toilet cleaning- conditions and contract for issue in December.
- 13 Beach cleaning.
- a. Ratification of appointment of temporary contractors.
  - b. Conditions and contract for issue in December.
- 14 Pavement Cleaner - winter hours.
- 15 Bus shelter and noticeboards.
- 16 Benches- condition, method of securing, application terms and process, and link to terms on IPC website.
- 17 Training for Councillors (DALC)
- 18 Christmas carols.
- 19 IPC party.
- 20 State of sea wall close to Commodore slipway.
- 21 Finance
- a. Invoices for ratification (August) and approval (September.)
  - b. AGAR 2023- External Auditor report and Certificate.  
Notice of conclusion of audit for completion.
- 22 Planning
- Reference: 77413** 1<sup>st</sup> August 2023. Proposed replacement chalet at Log Cabin 7 Sandhills Instow Bideford Devon EX39 4L. **Responded 25.8.23**
- Reference: 77455** 4<sup>th</sup> August 2023 Proposed replacement side extension at Inglenook Instow Bideford Devon EX39 4LU. **Responded 25.8.23**
- Reference: 77546** 18<sup>th</sup> August 2023 Notification of works to trees in a conservation area in respect of lopping of various Elm, Leylandii, Buckthorn and Laurel adjacent to the boundary with Westaway, Anstey Way at Tarka Trail Land to the rear of Westaway Anstey Way Instow Bideford Devon EX39 4JQ Grid Ref: 247433; 130713 **Responded 07.09.23**
- Reference: 77486** 21<sup>st</sup> August 2023 Variation of condition number 2 (approved plans) attached to planning permission 74551- Variation of condition 2 (approved plans) planning permission 73720 ((1) Unit

A - conversion of roof void and insertion of rear dormer window to provide additional living accommodation; (2) Unit B - erection of side and rear extensions) to allow for amended design at 2 Bath Terrace Marine Parade Instow Bideford Devon EX39 4JL

Grid Ref: 247254; 130611 **Responded. 08.09.23**

**Reference: 77592** 31<sup>st</sup> August 2023 Variation of condition 2 (approved plans) attached to planning permission 76054 (extension and alterations to dwelling) to allow ground floor layout amendment to allow LV cable diversion at 8 Stoneywell Instow Bideford Devon EX39 4RF

Grid Ref: 247315; 130709 **Response date 20.9.23**

**Reference: 77453** 1<sup>st</sup> September 2023 Outline application for up to 200 dwellings and 0.5ha of Commercial, Community and Business uses (Classes E and F), including a medical centre, associated open space, infrastructure and access with some matters reserved (appearance, landscaping, layout and scale). at Former Power Station Site Yelland Devon Grid Ref: 248438; 132154 **Response date 30.9.23**

**WHITE CROSS OFFSHORE WIND FARM– MLA/2023/00113**

CONSULTATION ON APPLICATION FOR A MARINE LICENCE

Marine Management Organisation (MMO) has received an application for a licence under Part 4 of the Marine and Coastal Access Act 2009 ("the 2009 Act"). A copy of the application and supporting documentation is available for you to view by visiting the MMO public register at

[https://marinelicensing.marinemanagement.org.uk/mmofox5/fox/live/](https://marinelicensing.marinemanagement.org.uk/mmofox5/fox/live/MMO_PUBLIC_REGISTER/search?area=3)

[MMO\\_PUBLIC\\_REGISTER/search?area=3](https://marinelicensing.marinemanagement.org.uk/mmofox5/fox/live/MMO_PUBLIC_REGISTER/search?area=3) and accessing the 'view case' section of case reference MLA/2023/00113. **Response date 27.10 2023.**

- 23 Any other business as raised by Chair.
- 24 Any other Agenda Items for the next meeting.
- 25 Next meeting –**19<sup>th</sup> October 2023 at 7.30pm, Instow Village Hall.**