

Instow Parish Council Meeting

On Thursday 19th October 2023 at 7.30pm at Instow Village Hall

MINUTES

Present: Councillor MJ Scott (Chairman)
Councillors M Foster, P Hackett, S McCrum, C Hopkins
C Merrill (Clerk)

In attendance: 4 members of the public.

95. The meeting was opened by the Chairman

96. Apologies were received from IPC Cllrs Allen, Arthur, Edwards, NDC Cllr Renshaw, DCC Cllr Biederman.

98. Councillors' Declarations of Interest- none.

99. Public session

Lenice Forman raised the following issues:

Flotsam of significant size along high tide line behind the sea wall and floodgates opposite Johns. **Action: Clerk** to contact Environment Agency.

Light in the car park is still not working. The Clerk advised that this has been reported to North Devon Council, and no action has yet been taken. **Action: Cllr Arthur** to arrange repair of light as discussed previously.

Carolyn Maynard raised the ongoing issue of **sand from the dunes** on the pavement and road opposite The Instow Arms. Cllr Scott explained that the creation of the dunes was a joint project between North Devon Council, The Environment Agency, Natural England, and Devon County Council approximately 4 years ago. A drainage solution is being negotiated by these organisations, but in the meantime DCC will not regularly clear the sand from the road. Cllr Hopkins had recently arranged for clearance of the sand. Those present at the meeting agreed that **Action: Cllr Hopkins** contact Natural England regarding permission to remove sand.

Claire Legg raised the issue of **playground facilities** in the village, either at All saints Chapel or the Cricket ground. Cllr Scott explained that the play area beside All Saints Chapel is set within a Garden of Rest. Cllr Scott suggested that Claire contact Ann Thorn at All Saints Chapel, who would liaise with the owners of the land (the PCC), and David Lee or Mark Ansell at the Cricket Club.

19.50 hrs 3 members of the public left the meeting.

100. County and Ward Members reports in person or by email- none received.

101. Minutes from the 21st September 2023- accepted as an accurate record of the meeting.

102. Matters arising
Eliot Johnson had submitted his Consent to Co-Option to Instow Parish Council. With the support of the Council, he was co-opted as a Councillor. **Action: Clerk** to contact Eliot Johnson with the relevant paperwork.
103. Tracker update- The Council reviewed the Tracker. Please see separate Tracker spreadsheet, including actions.
104. Correspondence
- Concern regarding Plan is 64068 1918 subsection 14.06 Landscape and Planting. (P Cantle 2.10.23) **Action: Clerk** to refer the matter to NDC Building Control.
 - Concerns over dogs off leads on the beach (P Lee by email 9.10.23) Clerk Responded 10.10.23, referring correspondent to the recent PSPO.
 - Citizens Advice Torridge, North, Mid and West Devon -donation request (email 22.9.23) The letter stated that in 2022-23, they had '*worked with 28 residents of Instow Parish, with 122 issues.*' The Council agreed to give a grant of £50.
105. Bus shelters. A Piper had informed the Clerk that he no longer wished to clean the outside of the bus shelters. The job is on a self-employed basis, paid monthly in arrears. Neither J Braddick or P Fletcher wish to do so. **Action: Cllr Hopkins** to forward to the Clerk the name of a person who might wish to do this job.
106. Email addresses for Clerk/Councillors. The External Auditors PKF Littlejohn LLP have advised that as part of AGAR 2023/24 '*every authority should have an email account that belongs to the council and to which the council has access- this... could be an address linked to the council website.*' The Clerk has explored the practicalities and costs with our web hosts WesternWeb, and these were discussed at the meeting. IPC agreed to the Clerk having an email account linked to the website. **Action: Clerk** to provide Councillors with further details before a decision is made on individual Councillors' email addresses linked to the website.
107. Car Park-Off Road Parking Notice This item was deferred from last month. The Off-Road Parking Notices will take effect from 1st April 2024. Cllr Scott proposed that hourly charges be increased to £1.50/hour, and that the Hours of Operation be listed as 8.00am to 10pm. No further amendments were proposed. **Action: Clerk** to notify NDC Car Park Manager of the decision. **Action: the Car Park Committee** to discuss long term parking issues.
108. Notice of Polling Districts and Polling Places Review. (NDC) This has been displayed on Parish noticeboards and posted on the website. Review ends 10th November 2023
109. Parking & Congestion in Instow Item deferred to November meeting as Cllrs Arthur and Edwards absent.
110. Beach cleaning Tender-**Action: Clerk** to resend tender document to **Beach Committee** and for them to discuss in time for the November council meeting.
111. Toilet cleaning Tender no change other than relevant years and Council address.
112. Finance
- Invoices payable- list approved.
 - Computer purchased for Clerk- Clerk's laptop ceased to operate in September and the finance subcommittee had agreed the purchase of a new desk top computer. Ratified by Councillors present today.

- c. Grant application (P Cante) towards the cost of republishing the **Instow Millenium book**. IPC holds the copyright to the book, and has previously given permission to reprint it. The publishers have since lost the disc holding the information. The practicalities of reproducing it were discussed, with an estimated cost of £3,144. The Council is in favour in principle of republishing with updates, and would consider a contribution to the cost. **Action: Cllr Hopkins** to contact the Estate of the deceased author to see whether they have an electronic copy of the book. **Action: Cllr Scott and Clerk** to liaise about response to P Cante.
- d. Devon County Council informed Cllr Scott by email on 19.10.23 that that Cllr Biederman is supporting IPC's application for Locality Budget Funding of £500. A sum from this will be used towards the cost of digger hire incurred by Cllr Hopkins to clear sand at the Boathouse end of the village. **Action Cllr Hopkins** to forward invoice to Clerk.
- e. South West Heritage Trust has appealed for a donation to support the North Devon Record office, which stores Parish Council records. IPC has previously made a grant, but has decided not to do so this year. **Action: Clerk** to inform applicant.

113. Planning

Reference: 77576 Response date 27 October 2023

Full planning permission for the construction and installation of onshore electrical infrastructure required to export electricity from the White Cross Offshore Wind Farm to the national distribution network; including installation of 132kV underground electricity transmission cable(s) from landfall at Saunton Sands Car park to a new substation at East Yelland. Construction of temporary facilities required during construction to include haul road, vehicular access, compounds, associated works areas and a permanent substation access road. Construction of a new substation under the Rochdale Envelope Approach with additional information regarding architectural form and silhouette, design code, scale and layout, landscaping, lighting, and appearance and materials. at **White Cross Offshore Windfarm** (Onshore Project) Grid Ref: 246208; 135353

IPC supports the application, but will strongly emphasise the following matters:

- Access via the Cricket Club should be restricted to vehicles of 3.5 tons or less because of the width of the road and the environmental impact.
- Maintain current planned access road to Yelland Power Station site.
- The negative effect on traffic passing a residential area.
- On completion the residential road should be 'made good.'

Action: Clerk to liaise with Cllrs Scott, Edwards and McCrum on planning response

Reference: 75902 – Response dated 12 October 2023- OBJECTION

Redevelopment and change of use of the site from a residential care home (Use Class C2) to one dwelling and three apartments (Use Class C3) at 1 **Lyndale Terrace** Anstey Way Instow Devon EX39 4HS Grid Ref:247469; 130039 Further information and/or amended plans have been received and/or the description has been amended in respect of the above application.

IPC objected on the grounds of overdevelopment of the property, lack of parking, and known Environment Agency concerns over flooding.

Reference: 77685 – Response date 2nd November 2023

Creation of new training spaces, to replace existing facilities, with support offices and amenities split between two buildings at **Arromanches Camp** (RM Instow) Marine Parade Instow Bideford Devon EX39 4FF Grid Ref: 247637; 131147.

Cllr Edwards had stated on 17.10.23 that he had no objection. No other comments yet received.

Application Reference 13841

Alleged Breach of condition - planning permission 76967, houses potentially being built higher than approved plans at Land at **Barton Cross** Instow EX39 4JQ

Concerns acknowledged by NDC 10 Oct 2023.ref 13841. Allow 56 days for an update.

Stags had given IPC advance notice (by email 17.10.23) of a planning application by **John Coles Contractors Ltd** concerning Holmacott **Landfill Site** and Recycling Centre, Orchard farm, Bideford, EX39 4LR. IPC awaits formal planning notification.

114. Any other business as raised by Chair.

The Clerk confirmed that Cllrs Hopkins and Hackett would take over Planning subcommittee roles from Cllrs McCrum and Edwards on 1st November.

115. Any other Agenda Items for the next meeting- nothing additional.

116. Next meeting – 16th November 2023 at 7.30pm in Instow Village Hall. It was noted that should Oliver Gibbins wish to present proposals on behalf of Christie Estates on this date, the session would commence at 7pm and be open to the public.

Meeting closed by Chairman at 21.10hrs.