

# Instow Parish Council Meeting

On Thursday 16<sup>th</sup> November 2023 at 7.30pm at Instow Village Hall

## MINUTES

**Present:** Councillor MJ Scott (Chairman)  
Councillors B Allen, C Hopkins, P Hackett, S McCrum, E Johnson.  
Devon District Councillor F Biederman  
Clerk C Merrill

**In attendance:** No members of the public.

117. The meeting was opened by the Chairman

118. Apologies received-. Cllrs Arthur and Edwards, Foster.

119. Councillors' Declarations of Interest NONE

120. Public Session – none present

121. County Members report- Councillor Biederman reported on the following items:

a) Litchardon Cross Solar Farm (approved April 2021) was commissioned on 1<sup>st</sup> August. An annual payout of £17,465 is to be shared between the Parish Councils of Horwood, Lovacott & Newton Tracey, Fremington, Westleigh, Instow, Tawstock and Fremington, with £2,000 of this allocated to schools for STEM projects. The company now overseeing this project is Infinis. The first half-year payment is now due, but not all parishes have a representative on the Trust/payment body.

**Action: Cllr Biederman** will speak to other Clerks, and is seeking clarification with Infinis on the makeup of the Trust. He will report back on developments.

b) Mobile Libraries. Devon County Council is closing this service in February 2024. A replacement service, staffed by volunteers, has yet to be clarified.

**Action: Clerk** to ask the Village Hall Committee to consider providing some shelving within the village hall for a future library service, subject to the nature of the voluntary library service supported by Libraries Unlimited.

c) The Severn Brethren Recycling Centre will be closed from 27<sup>th</sup> Nov to 1st Dec 2023.

d) Public Space Protection Order (PSPO, dogs) discussions ongoing.

e) The Council thanked Cllr Biederman for the grant of £500, to be used to pay for the supply of sand-clearing plant at the Boathouse end of Instow. Agenda item 11, *Flooding at the Boathouse end of the village*, and Correspondence item d) *Maynard letter* were brought forward for discussion. It was reported that Christie Estates had withdrawn from an arrangement to solve the sand and drainage problem, as proposed by A Bell in Nov 2022, saying that it was not a viable solution.

**Action: Cllr Biederman** to source the Environment Agency presentation on sand movement, so that it can be made available for the public on the IPC website.

**Action: Cllr Scott to introduce Cllr Johnson** to Andy Bell, to work on a scheme for sand management.

f) Holmacott Landfill site application discussed, with specific reference to concerns about the noise and traffic impact of number of lorries moving aggregate.

- g) The existing Traffic Regulation Order for Marine Parade residents parking permits limits new applications.

20.15hrs Cllr Biederman departed.

122. Declaration of Acceptance of Office of Parish Councillor- E Johnson.

Cllr Johnson signed the relevant documentation, witnessed by Cllr Hackett.

**Action: Cllr Johnson** to complete Declaration of Interests form and send to Clerk, and **Clerk** to notify North Devon Council of his appointment.

123. Minutes from the 19<sup>th</sup> October 2023 accepted as an accurate record.

124 Any matters arising

- a) Cleaning of Perspex bus stops. Cllr Hopkins had received a quote from Peter Parker & Son for cleaning bus stops. After discussion, it was agreed that each Perspex bus stop to be cleaned externally every 2 months, at a rate of £15 per bus stop, and invoices to be submitted to the Clerk. **Action: Cllr Johnson** to identify the specific bus stops, and **Cllr Hopkins** to liaise with Peter Parker & Son.

125 Tracker update- see separate spreadsheet.

126 Correspondence

- a. M Linthwaite (email 24.10.23) -request regarding scattering of ashes from the beach. Clerk & Cllr Scott responded.
- b. M Glover asking that IPC 'ensure that either BT decorate it (the phone box) or that that task falls to the IPC or village volunteers?' Clerk has sent photos and BT has responded with a commitment to an engineering visit to check for glass /door damage pending a repaint and to have the kiosk cleaned and vegetation cut back as shown in the photos. Repainting will be undertaken in the April - October 2024 schedule.
- c. M Glover (email 1.11.23) regarding condition of the information board next to the bus stop by Chandlers Court. Also, the 2 information signs that were produced by the Environment Agency (EA) at the time the sea defences were improved. Cllr Scott has the old EA sign. After discussion about potential cost of a new sign it was decided that **Action: Clerk** to contact Bryn Williams at EA Asset Performance Team to see whether he will resurrect the sign plan from October 2021. Chandlers Court information boards not discussed.
- d. Maynard letter 2.11.23 re sand and drainage problems. **Action: Clerk** to reply with information from Cllr Biederman's report.

127 Parking & Congestion in Instow see minute 125 Tracker.

128 Flooding at Boathouse end of village. - see minute 121.

129 Beach Cleaning Tender for consideration. The invitation to tender document issued with the agenda was agreed. **Action: Clerk** Advertisement to go in Parish news for January issue.

130 Training Policy review- Revised policy adopted by Council. To be posted on IPC website.

131 Finance

- a. Invoices payable- all on invoice list agreed, plus £336 to reimburse Cllr Hopkins for the supply of sand-clearing plant at the Boathouse end of Instow. There was discussion on the charges to manage the car park meters.
- b. Flowbird Gateway Transaction charges new purchase order. Agreed. **Action: Clerk.**

132 Planning

**Reference: 77685 – Response dated 2<sup>nd</sup> November 2023 NO OBJECTION**

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

Application Reference 13841 Acknowledged by NDC 10 Oct 2023. Awaiting further response (up to 56 days). Alleged Breach of condition - planning permission 76967, houses potentially being built higher than approved plans at Land at **Barton Cross** Instow EX39 4JQ

Case reference MLA/2023/00113 WHITE CROSS OFFSHORE WIND FARM (Marine Licence) RESPONDED **2.11.23** Instow Parish Council has 'no objection as long as there is minimal disruption at Yelland where they plan to bring the cables ashore'.

**DCC Ref: ABX/DCC/4374/2023 Response date 30.11.23**

Consolidation of existing planning permissions for inert landfill, recycling and waste transfer; lateral extension of the landfill site to provide additional capacity for approximately 575,000 cubic metres of inert waste; and associated/ancillary development including construction of aggregate storage bays at **Holmacott Landfill Site**, Road From Holmacott Cross To Lovacott Cross, Holmacott, Barnstaple, EX39 4LR The Waste Planning Authority has received a planning application for the above proposed development. The application was received on 27/10/23 and the target date for determination is the 26/01/24.

**Action: Cllrs Hackett and Hopkins** to draft a response, with reference to minute 121 f above.

133 Any other business as raised by the Chair-

A reminder that the Carol Service is on 17<sup>th</sup> December, in the Commodore car park, or Village Hall if wet.

Cllr McCrum advised that a parishioner has offered to repaint a wooden structure on Anstey way for free; IPC agreed to accept this offer.

134 Any other Agenda Items for the next meeting. NONE

135 CLOSED SESSION (no members of the public) Consideration of Clerk's salary. The Clerk removed herself from the meeting, and the Council subsequently reported that they agreed to the recently announced NALC 2023 pay scale on SCP 5. **Action: Clerk** to notify payroll.

136 Next meeting –**14<sup>th</sup> December 2023 at 7.30pm in Instow Village Hall** Cllrs Biederman and McCrum have given their apologies.

**The meeting closed at 21.20hrs**