

January - Instow Parish Council Meeting Minutes

Held at Instow Parish Hall on Thursday 19th January 2023 7.30pm

Attendees – Cllr Allen (Chair), Cllr Scott (Vice-Chair) and Cllrs Hackett and Maccall.
Also present – DCC Cllr Frank Biederman, Parish Clerk and
1 member of public.

1. Min 147 22/23 – The Chairman welcomed all to the meeting.
2. Min 148 22/23 – Apologies – ND Cllr (& MP) Saxby and Cllrs Arthur and Hellyer.
3. Min 149 22/23 – Councillors Declarations of Interest. – None raised.
4. Min 150 22/23 – 15 minutes for parishioner questions. – L. Foreman had three issues to bring before the council: the derelict garages in the car park, the street light out in the car park and the food wagon on the quay. The Chairman assured her that the Parish Council were continuing to follow up on the three issues and were awaiting further responses from DCC and NDC.
5. Min 151 22/23 – County & District Ward reports. – Cllr Biederman gave his report in person. He described meeting with Devon Highways and Andy Bell to further discuss the flooding in Instow. He informed the Council that he had received a commitment from Devon Highways to pay a third (£3500) of costs stated in the draft memorandum, in agreement with IPC and the Christie Estates. Cllr Biederman also discussed a meeting he would be having on the 24th of January with Devon County Council, regarding the parking situation in Instow. The Clerk is to get some initial statistics from the Parking Surveys to Cllr Biederman before the meeting.
6. Min 152 22/23 – To confirm as a true record the minutes of the meeting held on 8th of December 2022. – It was resolved, with no votes to the contrary to approve the minutes of the meeting.
7. Min 153 22/23 – Any matters arising from item 6 – Cllr Maccall questioned the wording of Min 143 and it was agreed by all to be amended to: *“The wording of the memorandum was agreed at the meeting and the total cost for the proposal over the three-year period shall be capped at ten thousand pounds (£10,000), to be shared as before equally between the three participating parties of IPC, The Christie Estates and Devon Highways”*.
8. Min 154 22/23 – Tracker update – see appendix 1

9. Min 155 22/23 – Correspondence & Communications – see appendix 2
10. Min 156 22/23 – Finance – a summary of the Council finances, and to approve any payments. See appendix 3. Also, to discuss the legal requirement to offer the Clerk a pension - to be left to the end of the meeting under part 2 conditions – Decision to offer the Clerk a pension with NEST with a 5% contribution from the Clerk and a 10% contribution from IPC, agreed by all. Clerk to send copy of resolution to NDC payroll.
11. Min 157 22/23 – Walkway over new dunes – The Chairman informed the Council that ND CLLR & MP Saxby had written to IPC with a suggestion of a walkway over the new dunes to provide a walkway on to the beach. This was discussed at length by the Council and decided that the Clerk would reply to Cllr Saxby stating that the idea had been previously suggested in 2019, but that there was concern that a walkway might become hazardous and cause injury. Furthermore, Cllr Scott highlighted that until the new sandhills have stabilised, it is not possible to consider such a project.
12. Min 158 22/23 – Climate Action week – Chairman discussed an email that had been sent to IPC regarding Climate Action week. Nothing was decided.
13. Min 159 22/23 – Website – Cllr Scott informed the Council that C. Waldron was stepping down from his role as IPC website management and that he had recommended that IPC consider replacing the current website with a purpose-built system such as that used by Fremington Parish Council. Cllr Scott asked the Council permission to talk to Fremington Parish Council and look into other options. Agreed by all.
14. Min 160 22/23 – Debit Card Authorisation for Parish Clerk – Cllr Scott asked the council for permission to obtain a debit card for the Clerk to make IPC purchases that have been agreed by the Council. It was agreed by all.
15. Min 161 22/23 – Planning –
- Reference: **76314** (Demolition of existing storage building and replacement of two-storey extension to barn conversion at Ashcott Barn Instow Bideford Devon EX39 4LU. Grid Ref: 248139; 131042). – No objections.
 - Reference: **76293** (Outline application for up to 450 dwellings including access (appearance, landscaping, layout & scale reserved) - EIA development at Land South of A39 Brynsworthy Barnstaple Devon EX31 3QQ. Grid Ref: 252845; 130884). – The Council opposed the application on the grounds of a lack of infrastructure and that the immense increase in traffic to the already very busy Roundswell roundabout on the A39 will cause major problems for local

residents. In addition, development on the south side of the A39 will set a precedent for further housing developments that will put even more pressure on local services and create more traffic issues. Furthermore, the Council strongly oppose developments not in the development plan.

16. Min 162 22/23 – Any other business as raised by Chair – Cllr Maccall asked for the wording of this minute be changed, to remove the “as raised by the chair”. It was discussed at length and decided to keep the original statement of “Any other business as raised by Chair” in the Agenda.

17. Min 163 22/23 – Next meeting – **16th February 2023**

9.04pm – The meeting moved into Part 2, and the member of the public was asked to leave.

9.10pm – The meeting moved back into Part 1, and the Chair closed the meeting.

Appendix 1 - Instow Parish Council 'Tracker' – updated for January 2023

1. **Car Park** – Rob Floyd has collected the height sign from Clerk and will adjust the barrier to fit the intended space at the entrance. Mr Floyd contacted the Chairman to recommend to add an additional height sign on the exit side of the barrier. It was agreed by all that the Clerk would contact DX signs to get another height sign made.
2. **The Sands** – Email received from Empty Homes (NDC) reporting that the owner's legal representative has advised that the owner expects to send the tender pack out this month, appoint contractors in March/April and then commence redevelopment of the site. NDC will further update by the beginning of May 2023. Clerk to respond to NDC to confirm that IPC will be monitoring the situation.
3. **Parking and congestion in Instow** – Survey delivered to the area affected by the parking issues, to get local opinion on what could be done. Clerk to assemble responses.
4. **Hillsleigh** – No response from Mr Jones (Clerk has emailed and left phone messages).
5. **IPC Party** – To be held at the Commodore Hotel on the 9th of February at 7pm. Invites sent out. Clerk to receive responses.
6. **S106 Monies** – Nothing heard
7. **Grant** – No Applications

Appendix 2 - Correspondence and Outcomes – January 2023

1. An email from Anthony Pelly regarding his recent visit to Instow Beach on Boxing Day. Mr Pelly was dismayed to find the beach over run with dogs using the beach as a toilet and overflowing dog bins. He recommended that dog walkers be allocated a separate area. Clerk to reply to Mr Pelly thanking him for his email and stating that boxing day is traditionally a very busy day on Instow beach for dog walkers and their owners.
2. An email from Geoff Hall regarding the planning application **76293**, for 450 new houses near the A39. Mr Hall is asking for support in objecting to the application on the grounds that it will overload the resources of the local area and cause even more traffic chaos in the Roundswell area. (See planning).
3. An email from Anne-Marie Eveleigh regarding the Plastic Free North Devon annual Cleanse and Clean Campaign 2023. Ms Eveleigh would like support from local parishes to take part in clean ups across the community. Clerk to reply.
4. An email from Rachel Stenton at the Instow and Yelland WI. Ms Stenton mentions that in preparation for the forthcoming coronation the WI would like to plan to do some fundraising for a Coronation Memorial Bench to compliment the Platinum Jubilee Bench that was put in place on the front in 2022. - After a lengthy discussion, the Council decided to look into finding space on the front for the memorial bench. In addition, Cllr Scott to ask WI about their plans for the Coronation.
5. An email from John Harris promoting a walking Devon website. Mr Harris would like to share tips and suggestions for walks for all abilities across Devon and says “it’s time to get walking again!”. Walking in Devon has walks to download and print, it also has details of all the walking groups in the county and much more.
<https://www.walkinginengland.co.uk/devon>. Clerk to forward on to Colin Frajbis for the Parish News.

Financial Information – January 2023

Number	Payee	Details	Amount
1	Julie Braddick	Toilet Block	£498.33
2	Julie Braddick	Bus shelters/Painting/Maintenance	£181.80
3	Bookers	Carol Evening supplies	£16.16
4	NDC	Clerk's Salary	£806.25
5	Emily Edwards	Monthly amount + phone	£45
6	Emily Edwards	Reimbursement to clerk (expenses)	£12.20
7	Paul Fletcher	Pavement Cleaning	£60
8	MJ Scott	Reimbursement for M. Williams	£150
9	The Crown Estate	Foreshore at Instow – Lease	£750
10	ICO	Data Protection Fees	£40
11	Community Heartbeat	Defibrillator - Annual Cost	£126
12	NDC	Dog Waste Bins Collection	£351
13	Andy Piper	Bus Shelter Windows	£60

Treasurer's Account: £34, 399.63 (as of 11th January 2023)

Business Account: £29,109.74 (as of 11th January 2023)