

Instow Parish Council Minutes – 17 April 2025

Instow Village Hall 19:00 pm

Attendees: - Cllrs. Foster, Hopkins, Johnson, Scott.
DDC Cllr. Biederman, NDC Cllr Coombs.
Parish Clerk J-A Middleton, 1 members of the public.

Apologies: - Cllrs. Arthur, Bunclerk, McCrum, Yeaman,

152 The meeting was opened at 19:00 by the Chair

153 Councillors Disclosure of Interest – None declared.

154 Public Session –

Lenice Forman confirmed she had no questions for the Councillors.

155 County & Ward Members

Cllr Coombs confirmed her communications with the relevant services when updating on fires (BBQ's) and parties at the beach. Cllrs. to also inform the relevant services, for monitoring & logging purposes. Cllr Coombs confirmed schools are having educational talks covering 'safety at the beach'. Cllr Coombs informed the IPC community grants are to be available of £1000.00 max shared within her district. DDC Cllr. Biederman updated on Litchardon Cross solar farm on behalf of Cllr Arthur. See tracker.

156 Confirmation of Minutes 20 March 2025 approved at the meeting.

157 Any matters arising

a) Confirmation of Cllr. Edwards resignation. The chair thanked him for his input and wished him well.

b) Cllrs. have taken part with online training. Clerk to confirm an in-person session with all Cllrs to complete all the sessions recommended.

c) Sewage - Southwest Water are not aware. Cllr. Scott will contact Geoff May.

d) Instow Sand Action Group organised another clear up. Improving the area around Marine Court.

e) The chair confirmed the public footpaths (11) have been walked and checked this year

158 Tracker update – see separate spreadsheet also available on IPC website

159 Correspondence

a) Thank you received from St John Ambulance after their event on 5th April '25 – No actioned required.

b) North Devon Hospice. Annual memorial event (Floating Bye) 10th August. IPC noted and approved subject to relevant insurances and Christies approval.

c) Parties on the Dunes – NDC Cllr Coombs – Dealt with under #155

d) Fire's on the Beach Cllr. McCrum Dealt with under #155

e) Steve Lock is very concerned about the potholes on the Huish Lane – Email forward to DCC Cllr Biederman - Highways inspection update.- Awaiting update from DCC – Clerk to chase.

f) Housing Needs Survey.- Results – Circulated to Cllrs – Closed.

160 Emergency Planning

- a) Cllr Scott (chair) to set up a meeting with Cllrs to update the current EP document.

161 Future of Marine Car Park

- a) Discussion of purchasing option for the car park due to limited parking in Instow. IPC lease is to hand back to NDC in March 2033.

162 Finance

- a) All listed finances shown in appendix 1 – Approved. Item 3 removed and reissued.
- b) Cllr. Hopkins request a quote for bus stop roof repair.
- c) Cllr Johnson & Hopkins to obtain quotes for purchasing a scraper for clearing the sand on the beach. Note: we may be able to purchase via applying for a grant.

163 Planning

- a) Request for consultation on 80001 at Cleveland House 2 Marine Parade Instow Bideford Devon EX39 4HY – No Objections
- b) DCC/4374/2023 Planning Application at Holmacott Landfill Site, Road from Holmacott Cross to Lovacott Cross, Holmacott, Barnstaple, EX39 4LR - Circulated to Cllrs. Clerk to re-iterate to Planning NDDC previous objections by council, and include objection to use of lanes by Coles lorries.
- c) 79721 at Sandhills Car Park Instow Devon EX39 4LF – Planning rejected
- d) Xlinks – No more updates.
- e) Planning Committee list. – See appendix 2
- f) 79003 Rectory Lane NDC Cllr Coombs confirmed she will 'call in' Clerk has forwarded the comments IPC made to NDC Cllr Coombs. Meeting at the Rugby club on 7 May 2025, clerk to circulate details to Cllrs. once received.

164 Urgent items raised between the publication of the agenda and the meeting.

None

165 Next meeting –

15th May 2025 in Instow Village Hall

Annual Meeting 7pm - AGM –7:30pm – IPC business Meeting 8:00pm

Meeting closed – 20:25

April 2025 Finance – Invoices etc

1. North Devon Council (SD11591470) – Clerk's salary March JAM	£ 1059.82
2. Clerks monthly expenses	£ 50.00
3. Heating – Hall Meeting not required	£ 10.00
4. Roger Locum Clerk (March)	£ 195.00
5. Reimbursed MJ Scott for M Williams – Strimming Marine camp etc	£ 90.00
6. Reimbursed MJ Scott VT Software Subscription 31.03.2026	£ 204.00
7. Dave Budd Grass Cutting	£ 340.00
8. Flowbird (UI00016403)	£ 251.28
9. Flowbird Maintenance renewal Contact number UK22 – 1053	£ 491.35
10. Paul Fletcher – Pavement Cleaning	£ 231.99
11. Julie Braddick – Toilet Block, Bus shelters	£ 721.00
12. Miranda Lloyd - Beach Cleaning 1- 13 April	£ 99.25
13. Peter Parker & Sons – Bus Stop cleaning March	£ 90.00
14. NDC Trade Waste SD11594445 (dog bins) January – March 2025	£ 369.25
15. Source for Business Water Bill Toilet block 28/02/25 - 01/04/25	£ 359.45
16. WesternWeb Ltd Annual web space and SSL Cert. 18/05/25- 17/05/26	£ 96.00
17. Community Carol Service 2024 donations*	£ 300.00*
18. Non-Domestic Rates NDC – Toilets Marine Car Park	£ 1800.00
19. Total	£ 6748.39

*£100.00 each for the following Charities. Devon Hospice, RNLI Appledore, Northam Care Trust

Direct Debits – already paid

1. AIMBS	£ 155.42
2. HMRC- 14/04/25	£ 824.57
3. Nest (Clerk)	£ 72.03
4. Bank Charges	£ 7.76
5. Total	£ 2059.78

Monies Transferred

Instow Parish Council – Toilet Maintenance	£ 5000.00
Instow Parish Council – Car Park Maintenance	£ 5000.00
Total	£10000.00

Total Outgoings

£ 8808.17**

****Not including the 10K transfer**

Monies In	Car Parking Permits renewals x 2 (>26.03.2025)	£ 607.50
	Instow Marine Services 28/03/ & 09/04/25	£ 900.00
	DCC BGC Grant 5372751	£ 1605.60
	Card Payments	£ 4354.50
	Cash (>26.03.2025)	£ 1806.05
Total In		<u>£ 9273.65</u>

Bank Accounts	Treasurers	£66,949.48
	Business	£ 19481.03
	Deposit	£ 43000.00