

## Instow Parish Council Minutes – 19 June 2025

**Attendees:** - Cllrs. Foster, McCrum, Scott,  
DCC Cllr Biederman NDC Cllr Coombs.  
Parish Clerk J-A Middleton, 1 member of the public.

**Apologies:** - Resolution to approve apologies (with reasons) made to the Clerk prior to the meeting. Cllrs Arthur, Bunclark, Hopkins, Johnson. Yeadon. Approved.

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

180 Councillors Disclosure of Interest – None declared.

181 Public Session –

No questions for the Councillors

182 County & Ward Members

DCC Cllr Biederman – With a new council early days for an update. 80% new council members. Meeting of the whole new District Council due week commencing 23<sup>rd</sup> June 2025. Plan work smarter and achieve help earlier, for the districts.

Huish Lane potholes – Confirmation required.

Parking Slee Corner issues reported to DCC Cllr Biederman. Add to matter arising for meeting in July 2025 Clerk to issue letter regarding the parking issues to DCC Cllr Biederman to enable him to forward to NDC & DCC Cllr Coombs issued her report – See Appendix 2

183 Confirmation of Minutes It was agreed that the Minutes of the meeting 15<sup>th</sup> May 2025 were a true and accurate record. All Approved

184 Any matters arising

a) Face to Face Training date for Councillor's Clerk to forward dates.

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

186 Correspondence

- a) North Devon Hospice Thanks you received from Becky Brannan for the donation ref Carol Service 2024 – Noted
- b) Removal of driftwood from the beach, retired resident asked if he could remove a small piece to make wood carvings (via email) Clerk replied - Coast Protection Act 1949
- c) IPC Meeting 18<sup>th</sup> September '25 Email from Carolyn Maynard ref Edward Povey studio wishes to run an art experience. Venue changed and responded – Clerk to Change location on website for September 2025 meeting.
- d) Royal Devon Healthcare trust - Stakeholder database contacts. – Clerk informed Cllrs IPC are on RDHT database for correspondence

187 Finance – Appendix 1

- a) AGAR - AGAR document to be signed ready for scanning onto website – all in favour of the Chair & Clerk signing said document. Approved & uploaded to Website.
- b) The internal audit letter from Accountancy Edge was considered. The only recommendations were for meeting procedures with AGAR. All in favour of adopting recommendations.
- c) All listed finances shown in Appendix 1 – Approved. Clerk to update Finance document re-issue as approved
- d) Clerk to write to Christie Estates asking for £5000 grant for Sand Management in addition to the normal £800 per year.

188 Planning

- a) Planning Application 80211. Crown pruning of 2 trees growing on the boundary of two properties – Approved
- b) Planning Ref 80214 1 Kiln Close Kiln Close Lane Instow Bideford Devon EX39 4JY  
Extension is authorised to 20/06/ 2025 Clerk to submit IPC concerns. Review of the parking space size there are visibility safety issues driving out on to the main highway. Width of the parking space with planting shown would not be wide enough, personnel access  
The balcony position on drawing is showing balcony is hanging over the parking space. Balcony would be looking to other homeowners and infringing on neighbouring gardens. IPC have also requested Opaque, glass to be used on the balconies if any section of the application is approved.
- c) Planning Ref 80222 at 17 Lane End Close Instow Bideford Devon EX39 4LG – No objections
- d) Planning Application 79401 Newstead Irreversible negative impact of on Instow parking. Update from Heritage and Conservation Officer & Local Highways. – Chair asked to be called in to Planning committee. Awaiting update from NDC Cllr Coombs.

189 Urgent items raised between the publication of the agenda and the meeting

None

190 Any other business as raised by the Chair.

The September meeting of IPC will be at All Saints Chapel.

191 Next meeting – 17<sup>th</sup> July 2025 in Instow Village Hall 7pm

Meeting closed – 19:45