

Instow Parish Council

To: Cllrs. Arthur, Bunclark, Foster, Hopkins, Johnson, McCrum, Scott, Yeadon
DCC Cllr Biederman NDC Cllr Coombs

You are requested to attend a meeting of the Instow Parish Council, which will be held on **Thursday 18th September 2025 at 7:00pm** at the **All-Saints Chapel and Community Centre** for the purpose of transacting the following business:

Agenda

1. Apologies received None.
2. Councillors' Declarations of Interest
3. Public Session – 15 minutes
4. County and Ward Members reports' in person or by email.
5. Confirmation of Minutes from the **17th July 2025**
6. Any matters arising.
 - a) Vandalism within the Village – Glass on beach
7. Tracker update – Separate document
8. Correspondence:
 - a) Marine Car Park Toilets (and by End Lane Road referred to NDC) Not clean. Via email 19/08/2025
 - b) Nick Honey - STONED PIZZA LIMITED In Instow via email 11/09/2025 – Clerk to update.
 - c) Gov. Email address for Cllrs. Via Email - WesternWeb Limited to be discussed under 9e
 - d) Changes to Devon Bus Services from 31/08/2025 – Added to Web site email & sent to Parish News 01/09/2025.
 - e) North Devon Council - Corporate and Community Services Officer. - Parish Forum will now be held on Wednesday 05/11/2025 at 6:30pm in the Barum room, Brynsworthy Environment Centre, Barnstaple. Via email 10/09/2025
 - f) Richard Balsdon – Memorial Bench family purchased for Mrs Crossley & sited on the seafront has been removed./ missing via email 01/09/2025 – Clerk to update.
 - g) C Hone – requesting memorial bench for her late son (44) via email 08/09/25 – Clerk to update.

8. Correspondence: Cont.

- h) Watts – Bench damaged and request for family to have replaced, via email 31/08/2025 (contact details had been lost) Clerk to update.
- i) Brambles and Bushes – Gail, Car Park to Army Camp – overgrown via email 30/08/2025 info. forwarded to Dave Budd.
- j) Mark Lethaby Scattering of Ashes – Via email 02/09/2025 – Clerk completed.
- k) Lindsey Maloney - Caseworker to Ian Roome MP (North Devon) Via email 08/08/2025 State of the toilets – Cleaner sorted – Clerk communicated with respondent. Clerk to update.
- l) Paula Lopez has expressed interest in Parish Councillor vacancy; her C.V. has been submitted to the clerk. Via email 01/09/2025
- m) A Davies – Complaint of dogs on the beach – Via email 09/08/2025 – Clerk responded with a holding email to discuss at IPC meeting in September '25
- n) P Cattle - Complaints ref Hurse parking in Marine Car Park – The owner is buying a daily ticket. Via email 06/08/202 - Clerk emailed an update.
- o) B Green & S Parkin– Complaint about Pizza Van – via email 11/09/2025 Clerk sent a holding email to be discussed at IPC meeting in September '25
- p) J Legg Complaint of pavement parking around the village. Via email 23/08/2025
- q) RNLI – Fundraising on the beach Meg Simmonds Face-to-Face Fundraising North Devon manager informed IPC and Christies approved the dates. Via email 08/08/2025
- r) Devon bus network change of service from 31/08/2025 – Clerk update on website. 31/08/2025
- s) Section 106 funds
- t) IPC meeting – January 2026 change of venue
- u) Charles Harper is offering several Instow memorabilia items—does IPC want them? Via email 08/09/2025
- v) Jacqui Poole – ISACG sand removals via emails 23/07/25, 16/08/25 and 04/09/25.
- w) John Edwards – Planning permission in Kiln Close Lane emails culminating on 20/08/25
- x) Becky Combs –Vandalism at Instow Recreation Ground via email 06/08/2025

8 Correspondence: Cont.

- y) Mark Philips of DCC –regarding bus shelters via email 07/08/2525
- z) John Stenton –regarding loss of Craig of NDC via 31/07/2025
- aa)Matthew Beckess –regarding invitation to Army Contact event on 02/10/25 via email 13/08/2025
- bb) Penny Carless – 7 emails on different dates showing cars parked on verge on Anstey Way
- cc) Andrew Raitt –complaint about cars parked on verge on Anstey Way via email 18/08/25.
- dd)Alison Mayoh –complaint about cars dangerously parked on verge on Anstey Way via email 15/08/25.
- ee)Jo Holman –Asking IPC to be a referee for Post Code Lottery application via email 08/09/25.

9. Finance:

- a) Invoices for approval and / or ratification.
- b) August Invoices, to be ratified at the meeting.
- c) Paul Fletcher – Winter Hours
- d) Clerks Printer - Clerk
- e) Gov.uk emails – Clerk
- f) Grant towards purchase of beach scraper – Received in bank.
- g) Village Hall Grant

10. Planning:

- a) 79320 at Instow Marine Parade Lock-up Garages Marine Parade Car Park Instow Devon EX39 4JA at Marine Parade car park - *Completion to be signed off this month confirmation awaiting.*
- b) 80503 3 Lane End Close Instow EX39 4LG Demolition of existing dwelling and the erection of a new, sustainable dwelling *Approved 03/09/2025.*
- c) 80058 - Outline application for erection of up to 450 dwellings, a local centre of community, retail convenience space, and associated development (with appearance, landscaping, layout, and scale reserved)- EIA development at Land at Brynsworthy Barnstaple EX31 3QQ *Info. only.*

10.Planning Cont.

- d) 80518 Demolition of ground floor structures and erection of flat roof extension together with internal alterations, fenestration alteration & alterations to external stairs and entrance and erection of greenhouse at Johns of Instow 4-5 Marine Parade Instow Bideford Devon EX39 4HY
- e) 80214 1 Kiln Close Kiln Close Lane Instow Bideford Devon EX39 4JY – Approved.
- f) 80730 Construction of a single storey ground floor extension following approval 61843 at Beach Cottage Lane End Road Instow Bideford Devon EX39 4LE – end consultation date 29/09/2025.

11.Any other business as raised by Chair.

12.Any other Agenda Items for the next meeting

13. Next meeting –**16th October 2025** 7.00pm in Instow Village Hall