Instow Parish Council

To: Cllrs. Arthur, Bunclark, Foster, Hopkins, Johnson, Lopez. McCrum, Scott, Yeadon

You are hereby summoned to attend a meeting of the Instow Parish Council, which will be held on **Thursday 19th November 2026 at 7:00pm** at **Instow Village Hall** for the purpose of transacting the following business:

Agenda

1. **Apologies**

   To receive apologies for absence

2. **Councillors' Declarations of Interest**

   A Councillor with voting rights who has a disclosable pecuniary interest or other interest as set out in our councillor's standing order or code of conduct in a matter being considered at a meeting is subject to statutory limitations or restrictions and of code of conduct and their right to participate and vote on the matter.

3. **Public Participation**

   A total of 15 minutes has been set aside for this. Members of the public are invited to speak on issues on this agenda, raise issues for future consideration, other matters which the council has some control over or are of interest to the Parish. Members of the public may not speak during other items of Parish Council business.

4. **To Approve requests to vary the order of business**

5. **County and Ward Members report in person or by email**

   a) NDC Cllr Coombs

   b) DCC Cllr Biederman

6. **Minutes**

   To adopt and sign as a correct record the minutes of the meeting held on 15th October 2026

7. **Any matters arising from the minutes**

   All items dealt with in other agenda items or the tracker.

8. **Committee Minutes**

   None

9. Tracker update

To review progress on open actions on publicly discussed matters as agreed at previous meetings. List for clarification updates.

a) The Sands – the pre-app is still continuing
b) Parking & Congestion – IPC to update requirements for DCC
c) Beach Safety.
d) Clerk quotes for solar lights in some bus shelters**.**
e) Emergency plan – see Item 12
f) Boats on beach
g) S106
h) Electric charging points
i) Sand Management
j) Defibrillator
k) Toilet repairs

10. Correspondence

1) 23/10 Future Builds-details of free planning app-circulated
2) 28/10 ND Council request Remembrance Sunday details
3) 04/11 Query regarding scattering of ashes
4) 05/11 Bench Enquiry
5) 09/11 Bench enquiry
6) 11/11 Details of new walking football group for over 50's.

11. Finance

Payments for approval November sheet will be distributed on Monday 16th November

12. Emergency Plan

Further considerations Village Hall rota, Snow, Emergency communications

13. Car Park Charges

To consider car park charges for the 2027/28 Financial year.

14 Council Contract Tenders

Confirmation of finalised Tender documentation attached

14. To consider Planning Applications received

1)Request for consultation on 81763 at Land East of Torbrook House New Road Instow EX39 4LN previously circulated-consultation ended 18/11/2026.
2)Planning Appeal 78993 ongoing Land at Yelland South Quay Lower Yelland Yelland Barnstaple EX31 3EZ.

3)Notification of works to trees in a conservation area no. 82412 Removal of 1 x willow tree at All Saints Chapel.

15. **Confirmation of the Car Park Attendants terms of remuneration.**

16. **Any other Agenda Items for the next meeting**

Next meeting **Thursday 10th December 2026 at 7:00PM**