

Beer Parish Council

The Parish Council Meeting was held on **Tuesday 4 February 2020** at the Mariners' Hall. Copies of minutes and reports are available on request.

Present: Cllr. D Clinch Cllr. W Dodd Cllr. R Dormor Cllr. M Graham Cllr. G Pook
 Cllr. L Vine Cllr. M Westlake Cllr. T Wood

In attendance: A Dallaway (Clerk), DCC Cllr Martin Shaw

1. Apologies accepted by the Council: Cllr. H Follett (holiday)

2. Declarations of Interest: Cllr Vine declared a personal interest in agenda item 20 as she owns property adjacent the land at Little Hemphay in Quarry Lane.

3. Items to be dealt with after the public, including the press have been excluded: There were none.

4. Public participation

There were no members of the public in attendance at the meeting.

5. Police report: There were no members of Devon & Cornwall Constabulary in attendance at the meeting but a report had been circulated which indicated one reported crime for Beer in January, theft (communications).

6. Approval of minutes:

The minutes of the Parish Council Meeting held on the 14 January 2020 were approved and signed as a true record.

Matters arising:

14/01/2020/6 Employment Contract – Cllr Pook will meet with the Clerk and the Workman to sign the new employment contracts. **ACTION: CLLR POOK**

7. EDDC and DCC Cllrs – to receive reports previously circulated

Cllr Pook, EDDC – no report available.

Cllr Shaw, DCC was in attendance at the meeting and had previously circulated a report - report noted. Cllr Shaw provided the following updates:

- Seaton Area Health Matters has put forward a plan to buy the Seaton Hospital site and turn it into a 'health hub' for the community. Both EDDC and DCC have declined to provide funding for the initiative. Negotiations are on-going with the NHS Property Services regarding funding options.
- DCC is currently setting the budget for 2020/21 with increased expenditure anticipated on social care and SEN.
- Cllr Pook thanked Cllr Shaw for the DCC Locality grant towards the replacement of the depot roof.

8. Financial report:

8.1 To approve the bank reconciliation to the end January 2020. RESOLVED. All in favour.

8.2 To approve the schedule of payments for February 2020 in accordance with Appendix A. The Council noted that a payment would also be required for Seaton Print £71 (fliers for Fireworks CCT). The Council resolved to approve the schedule of payments in accordance with Appendix A and the additional outstanding payment which is agreed expenditure. Total payments of £3060.05 approved and signed by the Chairman. **RESOLVED. All in favour.**

9. Recycling bins – to approve collection costs for glass

The Council agreed the contractor costs for the collection of glass – subject to the terms previously circulated on a two-week collection. **RESOLVED. All in favour. ACTION: CLLR DORMOR**

10. Website review – to consider new accessibility legislation and approve budget as necessary

The government is introducing new accessibility legislation for local authority websites to help ensure that the content and design is accessible to as many people as possible. The Clerk is exploring options and awaiting guidance from NALC. A further update will be provided at the March meeting. **ACTION: CLERK**

11. Memorial Play Park renovations – to receive an update

SWW has commissioned a sewer survey to establish the condition, depth and function of the sewers below the play park. This technical information will help to inform the Council's renovation plans as it will directly impact the installation of any new play equipment. A further update will be available at the March meeting.

12. s106 play and sport funding allocation – to receive a verbal update from the Working Group.

Play funding

Cllr Vine will make arrangements to consult further with primary school children to ensure that the alternative proposal for football provision is what the children want. Council agreed that it was not possible to proceed further with sports or play proposals until this additional consultation takes place.

13. Parish Council surgery – to receive report

The next Parish Council surgery will be held on 8 February.

14. Environment & Community Portfolio Report – to receive the report (previously circulated)

14.1 Underleys parking – to receive an update re proposals

Cllr Westlake and Cllr Pook will be attending a site visit with EDDC officers to explore options to create more off-road parking in Underleys and West Underleys. A further update will be provided at the March meeting. **ACTION: CLLR WESTLAKE**

14.2 Climate Change working group – to receive an update

Cllr Dodd had previously circulated the notes from the working group meeting.

14.2.1 Recycling bins - Council expressed support for additional recycling bins within the village (already approved for the beach). Cllr Pook will liaise with EDDC officers regarding suitable village locations.

ACTION: CLLR POOK

14.2.2 Signage – Council expressed support for the use of signage to raise Climate Change awareness and to highlight examples of good environmental practice within the village. The working group will explore this idea and Cllr Pook will take advice from EDDC officers regarding good practice. **ACTION: CLLR POOK**

14.2.3 Annual Parish Meeting - it was agreed that Climate Change would be the theme for this year's Annual Parish Meeting.

Other matters for report:

14.3 Beach huts – Council noted that there are a number of beach hut rental vacancies. Cllr Pook will confirm vacancies and fees for the coming season.

14.4 Kings Isle – EDDC officers will assess the condition of the pier and report back to the Parish Council.

15. Assets & Property Portfolio Report – to receive the report (no report available)

15.1 Depot maintenance – to receive an update re work programme

Replacement doors – this project is scheduled for completion by end March 2020.

Replacement roof – this project will commence in the new financial year. Cllr Dormor will liaise with the appointed contractor to confirm arrangements for the asbestos survey and removal and also the repairs needed to the mezzanine floor of the roof.

Outstanding maintenance items at the depot (electrical work and plumbing) will be reviewed on completion of the works outlined above.

15.2 Ash Hill tree work – to receive an update

Cllr Dormor will meet with the EDDC Tree Officer to review proposed tree works at Ash Hill play area.

ACTION: CLLR DORMOR

16. Organisation structure and process – to review

16.1 To review Terms of Reference for Portfolios – Council agreed that the new Portfolio structure was working well but that the procedure for agreeing contracts for goods and services required improvement. The Clerk will re-draft the Terms of Reference to include a more structured procedure for approving jobs, obtaining quotes and appointing contractors. **ACTION: CLERK/CLLR WOOD**

16.2 Job Specification Sheet – Council approved the draft Job Specification Sheet which will be included in the Terms of Reference. **Resolved. All in favour.**

17. EDDC asset transfer – to receive an update

Negotiations with EDDC are on-going regarding the agreement of terms for the transfer of assets to the Parish Council. The transfer should be completed by 31 March 2020.

18. Beer Coastal Community Team – to receive the reports (previously circulated)

18.1 CCT Chair and Village Manager reports - noted.

18.2 To agree capital expenditure for 2019/2020

The remaining capital budget has to be spent by 31 March 2020. £1K has been allocated to the replacement doors at the depot to provide secure storage for the CCT equipment. The remaining capital will be spent on the following items in priority order as funds allow: kayak storage on the beach, an ornamental fingerpost for the village centre, picnic tables/benches. **RESOLVED. All in favour.**

19. Planning consultation responses

The Parish Council noted the planning consultation responses from the Planning Meeting on 14 January 2020.

20. Land at Little Hemphay – to consider amendment of existing lease (letter from Clinton Devon Estates previously circulated)

The Parish Council agreed to the surrender and regrant of the existing lease to allow the enabling works for the development at Short Furlong. An additional area of land will be added to the lease and landscaped to provide an improved amenity area for the village. **RESOLVED. All in favour.**

21. Correspondence/Literature: As on Appendix B.

The Parish Council noted correspondence received.

The meeting closed at 8.40pm.

Date of next Parish Council meeting: Tuesday 3 March 2020

Date: Chairman: