

Beer Parish Council

The Parish Council Meeting was held remotely on **Tuesday 2 March 2021, 7pm** using Zoom video conferencing. The meeting was livestreamed to Beer Parish Council Face Book page. Copies of minutes and reports are available on request.

Present: Cllr. G Pook (Chairman) Cllr. J Boulton Cllr. D Clinch Cllr. A Cobbold
Cllr. W Dodd Cllr. R Dormor Cllr. M Graham Cllr. L Reeve
Cllr. L Vine

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

The Council has received resignations from Martin Richards and Maureen Westlake. Cllr Pook paid tribute to their long service and significant contribution to the Council.

1. Apologies accepted by the Council: There were none received.

2. Declarations of Interest: Cllr Dormor declared a financial interest in agenda item 16.2 as he is the owner of Beer Head Caravan Park.

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 – to receive the report

No report had been received from Devon & Cornwall Constabulary.

6. Approval of minutes:

The minutes of the Parish Council Meeting held on the 2 February 2021 were approved as an accurate record. **RESOLVED. ALL IN FAVOUR.**

Matters arising:

02/02/2021/6 & 11 Kayak & Beach hut management proposals – Cllr Pook reported that he had a meeting scheduled with EDDC officers to discuss the proposals in more detail.

7. EDDC and DCC Cllr reports – previously circulated

DCC Cllr Shaw provided a monthly report which included details of DCC budget for 2021/22 and a Council Tax rise of 4.99% (3% for social care). The report noted that DCC elections will go ahead in May.

EDDC Cllr Pook provided a monthly report which included details of the EDDC budget for 2021/22 and an increase in the EDDC portion of the Council Tax equal to 3.4%.

Cllr Shaw left the meeting

8. Financial report

8.1 To approve the bank reconciliation to the end February 2021 and receive Alpha software reports. RESOLVED. ALL IN FAVOUR

8.2 To approve the schedule of payments for March 2021 in accordance with Appendix A. Total payments of £2,488.6 approved. RESOLVED. ALL IN FAVOUR.

9. Casual vacancies

There are now two Casual Vacancies on the Parish Council. EDDC has yet to confirm that a by-election is not required.

10. Calendar of meeting dates 2021/22 – to approve

THE COUNCIL RESOLVED TO APPROVE THE CALENDAR OF MEETING DATES FOR 2021/22. RESOLVED. ALL IN FAVOUR.

11. Health & Safety

11.1 Insurance – to consider quotes and approve insurance arrangements for 2021/22

The Clerk had previously circulated a report containing details of the four quotes received including a comparison sheet. The Council agreed to accept the quote from Pen Underwriting Limited (Came & Company broker) at an annual premium of £1033.38 (one year term).

RESOLVED. PROPOSED BY CLLR DODD, SECONDED BY CLLR DORMOR. ALL IN FAVOUR.

11.2 Asset Register – to approve the updated asset register

The Clerk had previously circulated the updated register, with all assets subject to index linking (3% increase).

12. Environment & Community portfolio report – to receive report previously circulated

12.1 Recycling bins – to receive an update

The Clerk has written to EDDC requesting additional recycling bins for the following locations: outside Beer Village Stores; outside Mariners' Hall and on the Jubilee or top of Sea Hill. EDDC officers have advised that they are supportive of these proposals in principle and are considering logistical issues with bin emptying and also different styles of bins which are less likely to be contaminated. An update will be provided at the April meeting.

ACTION: CLERK

12.2 Housing allocation – to receive an update & consider creation of petition

Cllr Westlake's original letter was sent to the relevant officers and members at EDDC and a response received. The Council agreed to send a further letter in order to clarify the existing housing allocations policy and request specifically that local connection be given greater priority. **ACTION: CLERK**

The Council expressed support for the creation of a petition on the UK Government and Parliament website to campaign for changes to legislation regarding housing allocation. Suitable wording for the petition will be drafted and approved at the April meeting.

ACTION: CLLR BOULTON/ENVIRONMENT PORTFOLIO

Matters for action from the report:

- **Underleys steps repair** – the repair works have taken place, thanks to a grant from DCC Locality Fund. The Clerk will contact the contractor to obtain an additional quote for the installation of a post or handrail. **ACTION: CLERK**
- **Pot hole repair** – an application to the Highways Community Enhancement Fund was successful and DCC has delivered the pot hole repair material. Cllr Graham will organise a working party to fill in any suitable pot holes in the village. **ACTION: CLLR GRAHAM.**
- **Self Shelter, Jubilee** – work to address the drainage issues on the roof has taken place but the contractor is scheduled to return to address outstanding issues.

13. Assets & Property portfolio report – to receive verbal report

Matters for action from the report:

- **Brook wall erosion** – a site visit took place and it was agreed to repair small sections at a time and to replace the edging stones where possible. Cllr Dormor will organise a quote for the work in line with the Council's existing financial regulations. Council noted that the process for the approval of works/contracts would be an agenda item in April (adoption of NALC model financial regulations).

14. EDDC Asset Transfer – to receive report previously circulated

The report contains an overview of the asset transfer process so far and also updated financial data recently received from EDDC. This report and the DRAFT Heads of Terms for the Asset Transfer will be

available on the Parish Council website. Cllr Pook clarified that all assets will be transferred in a working condition.

The Executive Summary of the Asset Transfer Consultation report will be presented under agenda item 16.

15. s106 play and sport funding proposals for Ash Hill play area – to receive an update

The Clerk has issued a revised tender document combining sport and play proposals with a deadline for submissions of 8 March. Four play companies have been sent the revised tender document. A further update will be provided at the next meeting.

Cllr Dormor declared a financial interest in agenda item 16.2 (recommendation 4) as he is the owner of Beer Head Caravan Park – Cllr Dormor remained in the meeting but did not vote.

16. Coastal Community Team – to consider and approve the following:

16.1 To receive minutes from the 23 Feb meeting.

16.2 To receive the Asset Transfer Consultation Executive Summary and approve the five recommendations (previously circulated)

RESOLVED. PROPOSED BY CLLR CLINCH, SECONDED BY CLLR COBBOLD. ALL IN FAVOUR (CLLR DORMOR DID NOT TAKE PART IN THE VOTE)

The Executive Summary will be available on the Parish Council website. The next step is to draw up a brief for the consultant (recommendation 2) and to go out to tender in line with the Council's Financial Regulations. **ACTION: CCT COMMITTEE**

16.3 To approve new term of employment for the Event Coordinator

1 April 2021 – 31 March 2022, 5 hours per week for a 12-month period to be funded out of CCF grant/self-generated income with the hours open to review in the summer months as funding allows.

RESOLVED. PROPOSED BY CLLR DODD, SECONDED BY CLLR REEVE. ALL IN FAVOUR

The Clerk will write to the Event Coordinator setting out the new terms of employment.

ACTION: CLERK

16.4 To approve CCF grant final spend including £313.18 for Clerk's additional hours (asset transfer consultation)

The CCF grant terms ends 31 March 2021 but COVID-19 has inevitably impacted on project delivery. Council agreed £15,485.50 revenue funding to be spent on consultant (in line with recommendation 2 of Executive Summary) and salary costs; £454.24 capital funding to be spent on new picnic benches.

RESOLVED. PROPOSED BY CLLR BOULTON, SECONDED BY CLLR GRAHAM. ALL IN FAVOUR

16.5 To approve transfer of Beer Village website annual contract to Just So Media, commencing 1 May 2021

The existing website contract expires 1 May 2021 and Council agreed a new contract with Just So Media who actually host the site.

RESOLVED. PROPOSED BY CLLR POOK, SECONDED BY CLLR COBBOLD. ALL IN FAVOUR

The Clerk will serve notice to the existing website contractor. **ACTION: CLERK**

16.6 To approve donation of 25 branded water bottles to village charitable scheme (approx. £100)

RESOLVED. ALL IN FAVOUR

16.7 To consider request for ice cream van concession within Beer

Council expressed support for the concession in principle but the request needs to be made direct to EDDC at the moment. In the future, the Parish Council will aim to offer concessions in a given area and invite tenders rather than respond to unsolicited requests.

The Parish Council website will be updated with the schedule of CCT meeting dates.

17. Planning – the Parish Council noted the consultation responses from the remote Planning Committee Meetings held on 2 & 16 February 2021.

18. Correspondence - as on Appendix B

There were no items of correspondence for discussion.

19. Date of next meeting.

The Annual Parish Meeting will be held remotely and live-streamed to the Parish Council Face Book page on 6 April. Members of the public are welcome to attend the remote meeting and ask questions in the Open Forum. Chris Kahn from the Environment Agency will provide a presentation at the meeting regarding flood resilience initiatives in Beer.

Dates of next meetings:

Annual Parish Meeting 6 April 2021 (followed by)

Full Council Meeting 6 April 2021

The meeting closed at 8.10pm.

Date:

Chairman: