

Beer Parish Council

The Parish Council Meeting was held remotely on **Wednesday 2 September 2020, 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. D Clinch Cllr. W Dodd Cllr. M Graham
Cllr. M Richards Cllr. M Westlake

In attendance: A Dallaway (Clerk)

1. Apologies accepted by the Council: Cllr. R Dormor (holiday), Cllr. L Vine (maternity leave); Cllr. T Wood

The Chairman reported that Cllr Wood had now resigned from the Council. Councillors expressed thanks to Cllr Wood for his significant contribution to the Council over many years.

2. Declarations of Interest: Cllr Westlake declared a personal interest in agenda item 18.3 as there is a distant family connection.

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. Parish Councillor vacancies – to receive an update

There are now three vacancies on the Council – one post-election casual vacancy available for co-option and 2 casual vacancies currently being advertised formally with EDDC electoral services to establish whether a by-election is required. Expressions of interest are invited and co-option will take place at the Council meeting in October.

The Council agreed to extend Cllr Vine's maternity leave until January 2021.

6. Police – to receive the report

There was no report received.

7. Approval of minutes:

The minutes of the Parish Council Meeting held on the 7 July 2020 were approved as an accurate record.

RESOLVED. ALL IN FAVOUR.

8. EDDC and DCC Cllr reports

DCC Cllr Shaw provided a monthly report which had been previously circulated.

EDDC Cllr Pook highlighted the government grants being administered by EDDC – over £40million has been distributed to businesses in East Devon which have been adversely affected by the economic impact of Covid.

9. Financial report

9.1 to approve the bank reconciliation to the end July 2020 and receive Alpha software reports. RESOLVED. ALL IN FAVOUR

9.2 to review and approve the accounts 1 April 2020 – 31 July 2020.

Cllr Pook reported that the new reports enabled closer examination of the income and expenditure in line with the budget forecast. The Council resolved to approve the accounts as presented.

RESOLVED. ALL IN FAVOUR

9.3 to approve the schedule of payments for August/September 2020 in accordance with Appendix A. Council noted an additional payment of £95 for Terry Hoare (grass cutting at Ash Hill play area) Total payments of £10497.98 approved. **RESOLVED. ALL IN FAVOUR.**

10. Small Business Grant Fund – to note the receipt of the grant

The Council noted the receipt of the £10K Small Business Grant. This is a government grant, administered by EDDC which aims to support businesses in receipt of small business rate relief (Depot, Clapps Lane) who have been adversely affected by the economic impact of Covid.

11. TRIP Community Transport scheme – to consider request for donation

The Council agreed to defer a decision to the October meeting pending further information regarding the activities of the transport scheme in Beer.

12. Lower Fore Street proposals – to receive an update re revised road layout and signage to facilitate Covid safe(er) environment

The Temporary Traffic Order is in place to prohibit parking in lower Fore Street, to allow traffic for access & deliveries only and to allow a one-way system up The Meadows, for the period 6 July – 31 December 2020. Cllr Pook reported that the supplier for the concrete planters has not fulfilled the order and the road layout is currently demarcated by road cones. This has not created the widened pavement or promenade bordered by flowers which Council had hoped for. Council agreed to abandon the idea of concrete planters although some more discreet planters will continue to be included in the road layout. Cllr Clinch reported that local businesses have not utilised the widened pavement for tables and chairs largely because of the insurance requirements and the timescales involved.

Council agreed that the village was less busy now and that it was useful to review the on-going need for the revised layout to help facilitate social distancing.

- Cllr Pook proposed the removal of cones and signage as appropriate between 12 – 30 September in anticipation of falling visitor numbers. **RESOLVED. PROPOSED BY GP, SECONDED BY MR. ALL IN FAVOUR**
- Cllr Pook proposed that Council undertake a more systematic review of the road layout and traffic flow in Fore Street, to include the production of draft visual plans and comprehensive community consultation. Council will aim for the production of draft plans in October and community consultation in November. The available grant funding could be used for the production of the draft plans. **RESOLVED. PROPOSED BY GP, SECONDED BY DC. ALL IN FAVOUR.**

The Parish Council will apply for Local Authority grants as necessary to fund the revised road layout and signage installed to facilitate a Covid safe(er) environment in Fore Street.

13. Utilization of Parish Council land assets (Jubilee & Charlie's Yard) to support outdoor trade for village businesses in Covid safe(er) environment – to review schedule of events

EDDC has issued a bulk licence for outdoor trading on Parish Council land assets, to the end September 2020. A few local businesses have taken advantage of the opportunity to use the additional outside space. Councillors noted that Charlie's Yard is less accessible during Covid 19 as there is only one entry point. Council agreed that it was important to consult with the community regarding any future proposals.

14. Environment & Community portfolio report – to receive report

14.1 Double yellow lines on The Meadows (proposal previously circulated)

The Environment Group is proposing an extension of the double yellow lines on The Meadows (junction of Clapps Lane) as visibility is compromised by parked vehicles causing a safety hazard. DCC Highways Officer has expressed support for this idea in principle. Council agreed that this issue should not be assessed in isolation and that it was important to look at the traffic scenario in the village as a whole. A more comprehensive traffic review should be included in the Training/Visioning Day (see agenda item 16.2)

14.2 Proposal for future agenda items

Cllr Westlake highlighted a number of issues raised by the Environment Group. Council agreed that these could be discussed within the context of the Training/Visioning Day (see agenda item 16.2)

Cllr Westlake highlighted other matters for action from the report:

Sink holes – two sink holes have developed in Fore Street which will receive temporary repair. DCC will organise an underground survey of the road at the end of the season.

Berry Hill – the Parish Council is still negotiating with DCC for a traffic order to make Berry Hill one-way (down). As an interim measure to alleviate traffic issues, Cllr Pook suggested relocating the existing All Routes road sign (outside Durham House), to direct traffic left with a graphic showing Long Hill no entry and Berry Hill as restricted width. Council noted concerns raised by a local resident regarding the parked cars at the bottom of Long Hill restricting access. It was noted that the parking bays at the bottom of Berry Hill should be short-stay parking only. If the Traffic Order is approved, the access for vehicles going up Berry Hill will not be an issue. Environment portfolio to explore parking options as part of proposal for Traffic Order and to consider reducing to 2 parking bays at bottom of Berry Hill. Cllr Pook to explore relocation of sign with DCC. **ACTION: ENVIRONMENT GROUP/CLLR POOK**

New Road – the Parish Council is concerned that the narrowness of the road and the speed of traffic alongside Windy Ridge is causing a hazardous traffic situation for motorists and pedestrians trying to use Cowerslea Way. Council noted that this has been raised before and DCC did explore the idea of purchasing land on the opposite side of the road to widen the road but it was cost prohibitive. The situation is exacerbated by the overgrowth of the hedges alongside the road. Although the safety of the highway is DCC responsibility, hedge cutting is the responsibility of the landowner. The Clerk will write to the property owners on both sides of the road highlighting the traffic safety issues and urging the vigorous cutting back of roadside hedges. **ACTION: CLERK**

Brook maintenance – the brook requires urgent clearance in The Causeway (adjacent Peco land) to alleviate flood risk. Council agreed to obtain a quote for clearance. This can be funded out of the contingency fund. Cllr Pook advised that really this was the responsibility of the riparian owner and he would liaise with DCC and EDDC regarding a financial contribution towards the contractor costs. **ACTION: CLLR POOK**

15. Assets & Property portfolio report – to receive report

15.1 Townsend Coach & Car park – to review future use of coach bays

Council noted that for 2019/20 only one coach bay was allocated for overnight parking via paid permit. There has not been significant demand for overnight coach parking in recent years. Obviously during Covid 19 the coach bays have not been in use at all. It was agreed that the Council wished to aspire to be a 'coach friendly' destination and it was noted that the CCT wished to explore the idea of obtaining 'coach friendly status' for Beer. Acknowledging the longer-term commitment to retaining the coach bays, Council wished to explore the idea of offering short-term winter car parking in the under-utilized coach bays. Council agreed to advertise additional resident car parking permits for 1 October 2020 – 31 March 2021, at a reduced rate of 40% of the current annual permit fee. One coach bay is currently allocated to a commercial user on a short-term basis until the end of September. Priority for the short-term winter car parking bays will go to the existing commercial user and those on the waiting list for parking permits at Townsend. The allocation of bays will be in accordance with the Council's Terms & Conditions for Townsend. Cllr Richards will measure the area (coach bays 2 & 3) and confirm the exact number of additional car parking bays to be advertised. The bays will need to be clearly marked out. **ACTION: CLLR RICHARDS**

15.2 To approve contractor for electrical works at depot

Two quotes have been received to upgrade the electrics at the depot. The quotes are very similar in price and Council agreed to confirm GES as the contractor as the company has already carried out related emergency works at the depot in recent months. **RESOLVED. PROPOSED BY GP, SECONDED BY MG. ALL IN FAVOUR**

The Clerk highlighted other matters for action from the report:

Salt storage at depot – the Assets group will explore options for better storage for the stock of salt.

Cowerslea Way hedges – Cllr Dormor to organise a contractor to cut hedges alongside the footpath. This expenditure is in the budget. DCC will cut the hedge roadside.

Little Hemphay hedges – Cllr Dormor to organise a contractor to cut hedges around Little Hemphay and the footpath from Short Furlong to Little Hemphay. This expenditure is in the budget.

16. Organisational structure & process

16.1 Portfolio/Committee TOR – to review

16.2 Training/Visioning Day – to consider proposal

Council agreed to hold a Training/Visioning Day in November to review and agree Council projects and future aspirations. The Portfolio & Committee TOR can also be reviewed as part of this training exercise. An external facilitator will support the day.

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. It is likely that the transfer will be delayed by 12 months as a result of Covid 19.

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

18.1 CCT handover report. The Council received the report and noted with regret the resignation of Cllr Follett as Parish Councillor and CCT Chair.

18.2 Appointment of new CCT Chair. Cllr Pook proposed Cllr Clinch as the new Chair.

RESOLVED. ALL IN FAVOUR. The date of the next CCT meeting is yet to be agreed.

Cllr Westlake declared a personal interest in the next item due to a distant family connection.

18.3 Appointment of the Village Events Co-ordinator. Following the advertisement and recruitment process, one applicant was interviewed for the position. Cllr Pook proposed that the Council approve Kayleigh Westlake as the new Village Events Co-ordinator, part time hours to be agreed, September 2020 – 31 March 2021. This position is funded by the Coastal Communities Fund grant. **RESOLVED. ALL IN FAVOUR.**

18.4 Statement of Grant Usage 2019/20. The Clerk has made arrangements for the Statement of Grant Usage for 2019/20. Kirkness & Co will carry out the audit at a cost of £450. The audit is a condition of the CCF grant.

18.5 Additional £100 for web updates. The Council approved up to £100 for web updates as necessary. **RESOLVED. ALL IN FAVOUR.** Cllr Follett will continue to be the contact for the Beer Village website.

18.6 Ornamental Fingerpost. The final cost was £1044 excl VAT. The Clerk advised that the Financial Regulations stipulate two quotations for expenditure in excess of £1K but the cost is only slightly in excess of this figure and the Council found it difficult to obtain an alternative supplier to provide a quotation. The fingerpost is now on order and will be funded by the CCF grant.

18.7 Events update.

A drive-in Hallowe'en Film Night is scheduled for 31 October in the Central Car Park, organised by Unique Boutique Events. Local residents have raised concerns regarding the parking provision for general users and resident permit holders in the car park for the duration of the event on 31 October. Cllr Pook reported that EDDC has advised that 25% parking allocation for general users is acceptable for that time of year.

18.8 NYE Fireworks display. A fireworks display is provisionally scheduled for New Years Eve. Council agreed that in light of Covid 19, this event cannot now be safely organised and it would not be responsible to encourage large numbers of people to congregate in the village.

PROPOSED BY MG, SECONDED BY WD. RESOLVED. ALL IN FAVOUR. ACTION: CLERK to notify the Fire Works provider.

19. Planning – the Parish Council noted the consultation responses from the remote Planning Committee Meetings 30 June/13 July/13 August 2020.

20. Correspondence

There were no items of correspondence for discussion.

21. Schedule of meeting dates: 6 October, 3 November, 1 December

The meeting closed at 8.50pm.

Date of next meeting: 6 October 2020

Date:

Chairman: