

Beer Parish Council

The Parish Council Meeting was held remotely on **Tuesday 3 November 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. J Boulton Cllr. W Dodd Cllr. R Dormor
Cllr. A Cobbold Cllr. M Graham Cllr. L Reeve Cllr. M Westlake

In attendance: A Dallaway (Clerk); Helen Whitten (Beer Emergency Response Team rep)

1. Apologies accepted by the Council: Cllr. D Clinch (work commitments), Cllr. M Richards (technical issues joining the meeting), Cllr. L Vine (maternity leave), Cllr Martin Shaw (DCC)

2. Declarations of Interest: There were none declared.

3. To agree a dispensation for new Councillors for the duration of the Council, to enable them to participate and vote in relation to precept planning matters. RESOLVED. ALL IN FAVOUR.

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

5. Public participation

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

6. BEER EMERGENCY RESPONSE TEAM

Helena Whitten joined the meeting to provide an update regarding the Beer Emergency Response Team. Helena reported that the group was in discussion with the Environment Agency Flood Resilience Officer regarding the organisation of a Flood Awareness Day in the village in 2021. A start up grant of £250 has been received from Devon Communities Together to support this initiative. Helena is keen to encourage new BERT members to help facilitate a group of volunteers on the ground who can help in the event of a local emergency. Helena reported that the EA is currently working with local landowners to introduce a range of flood management schemes and is also developing an early warning system. Council agreed to ask the EA Flood Resilience Officer to attend a forthcoming meeting to provide a further update about local initiatives. **ACTION: CLERK**

7. Police – to receive the report

A police report had been previously circulated which indicated 3 reported crimes for October 2020 – two violence without injury and one criminal damage.

8. Approval of minutes:

The minutes of the Parish Council Meeting held on the 6 October 2020 were approved as an accurate record. **RESOLVED. ALL IN FAVOUR.**

Matters arising:

6/10/2020/14.1 Townsend Coach & Car Park. The Clerk reported that there had been no local interest in the proposal to offer additional short-term car parking bays during the winter while the coach park is under-utilised.

6/10/2020/14.2 Meadows parking bays. Cllr Graham reported that Highways had advised that it was possible to have the double yellow lines re-painted to enlarge the bays but that this would need to be approved by HATOC and would be costly. Council agreed to explore whether this could be added to another Traffic Order. **ACTION: ENVIRONMENT PORTFOLIO**

9. EDDC and DCC Cllr reports

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

EDDC Cllr Pook provided a monthly report which had been previously circulated.
No matters for discussion.

10. Financial report

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

10.2 to approve the schedule of payments for November 2020 in accordance with Appendix A. Council noted additional payments of £40 for Terry Hoare (grass cutting at Ash Hill play area) and £150 for Alan Reed (brook clearance) Total payments of £3706.39 approved. **RESOLVED. ALL IN FAVOUR.**

10.3 to note conclusion of external audit. Council noted the conclusion of the external audit process with no issues raised by PKF Littlejohn. All documents are available to view on the Parish Council website.

11. Axe Valley Ring & Ride Community Transport scheme – to consider request for donation

Cllr Dormor suggested that the Council agree an annual donation for TRIP and AVR&R for a five-year period to avoid repeated discussions each year. Council agreed annual donations of £75 for both community transport schemes as long as the user numbers are consistent each year and not below 100. Proposed by Cllr Dormor, seconded by Cllr Graham. **RESOLVED. ALL IN FAVOUR. The Clerk will review each year and make the donations accordingly.**

12. Environment & Community portfolio report – to receive report

Matters for action from the report:

Berry Hill – a site visit took place with Steve Kelly from Highways who expressed support in principle for a one-way system (down) and for the removal of two parking spaces at the foot of the hill to enhance access. Cllr Pook will continue to liaise with DCC officers regarding suitable signage and to request that funding be allocated to progress this matter. **ACTION: ENVIRONMENT GROUP/CLLR POOK**

Sink holes in Fore Street – DCC has advised that an underground survey of Fore Street will be carried out but there will be a delay of several months. The sink hole does not currently meet the criteria for remedial works but will be kept under constant review by Highways.

Pot holes in The Causeway – DCC has issued the order for the repairs for this financial year.

Broken brick paving adjacent Beach Court car park – this has been reported to Highways.

Overgrown hedges in lower Barline – the Clerk has written to the home owner to request the hedge be trimmed back as it is causing an obstruction on the footpath. Council agreed to visit the home owner to discuss in person.

13. Assets & Property portfolio report – to receive report

13.1 Asset Review process

The Clerk encouraged Councillors to complete and return the Asset Review Forms and Risk Assessments for individual assets. Any maintenance issues highlighted will be considered as part of the budget setting process for 2021/22.

Matters for action from the report:

Brook maintenance – a contractor has cleared the brook from Barnards Farm up to the Peco car park and the Workman is manually clearing other sections of the brook.

Ash Hill play park benches – discussion took place regarding additional benches and it was agreed to consider the siting of additional benches as s106 plans for Ash Hill play park evolve.

14. Training/Visioning Day – to receive an update

The Training/Visioning Day had been scheduled as a face to face meeting for 27 November but as we are about to go into a nationwide lockdown (COVID-19) until early December, Council agreed to postpone the Training day. This will be reviewed at the December meeting.

15. EDDC Asset Transfer – to receive an update

The Training/Visioning Day will provide a useful opportunity to discuss the transfer of assets and to clarify any matters arising from the Draft Heads of Terms approved at the October meeting (see item 14 above). Cllr Westlake expressed concern about the fact that EDDC will be under no obligation to take back the assets if the Parish Council fails to maintain them. Cllr Westlake also raised the issue of public consultation and highlighted how important it was for the local community to fully understand the responsibilities and financial liabilities involved in the asset transfer. It was noted that asset transfer has been discussed in Council meetings over a five-year period and regular updates have appeared in the Parish Newsletter.

Discussion took place and Council agreed that public consultation at this stage would be a useful way of engaging the community and raising awareness of the asset transfer process. Cllr Pook will produce a draft consultation document for approval at the December meeting when Council can formally agree a period of public consultation. Council agreed to endeavour to consult as widely as possible with the availability of hard copy and on-line surveys. **ACTION: AGENDA ITEM FOR DECEMBER MEETING**

16. s106 play and sport funding – to receive an update

The s106 proposals for sport and play provision have been on hold since March 2020.

Sport – the next step is to organise a simple vote in school between a small MUGA or a netted goal with resurfacing of top play area.

Play – the consultation results from the children are available and the next step is to go out to tender for the play area design.

ACTION: CLERK

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

17.1 To receive verbal CCT report

The outdoor **Hallowe’en Film Night** was cancelled due to bad weather. The organiser of the event is considering an outdoor Christmas Film Night.

CCT meetings are currently suspended. Council agreed that it would be much more productive to hold a face to face **CCT meeting** when possible. This will be reviewed at the December meeting.

18. Planning – the Parish Council noted the consultation responses from the remote Planning Committee Meetings held on 6 & 29 October 2020.

19. Correspondence - as on Appendix B

There were no items of correspondence for discussion.

20. Date of next meetings.

The Council approved the schedule of meeting dates for 2020/21. **RESOLVED. ALL IN FAVOUR.**

The Clerk will update the Committee/Portfolio membership list with details of new Councillors.

The meeting closed at 8.30pm.

Dates of next meetings:

Full Council 1 December 2020

Finance & General Purposes Committee 15 December 2020

Date:

Chairman: