

Beer Parish Council

The Parish Council Meeting was held on **Tuesday 5 November 2019** at the Mariners' Hall. Copies of minutes and reports are available on request.

Present: Cllr. D Clinch Cllr. R Dormor Cllr. H Follett Cllr. M Graham
 Cllr. G Pook (Chair) Cllr. L Vine Cllr. M Westlake

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

1. Apologies accepted by the Council: Cllr. W Dodd (holiday) Cllr. M Richards (work) Cllr. T Wood (holiday)

2. Declarations of Interest: There were none declared.

3. To agree a universal dispensation for all 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 public in attendance at the meeting.

6. Police report: There were no members of Devon & Cornwall Constabulary in attendance at the meeting but a report had been circulated which indicated no crimes reported for Beer in October.

7. Approval of minutes:

The minutes of the Parish Council Meeting held on the 1 October 2019 were approved and signed as a true record.

Matters arising:

1/10/2019/6 Recycling bins on beach – Council agreed that the new recycling bins for cardboard, foil and plastic should be sited to the East of the Heritage Centre. The Workman will be asked to clear the area concerned. A separate arrangement will be made for the collection of glass.

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

Cllr Pook, EDDC – report noted.

- The draft EDDC Council Plan is currently going through the committee process and will be presented to EDDC Full Council in December.
- EDDC is considering proposals to combine Dorset and East Devon AONB's to create a Dorset and East Devon National Park. Cllr Pook will continue to monitor and report back on this issue.

Cllr Shaw, DCC – report noted.

- The Fire Authority has now postponed its decision regarding Fire Station closures until 18th December. Cllr Shaw will propose a new motion to County Council once the Fire Authority has published its conclusions based on the recent consultation.

Cllr Shaw left the meeting

9. Financial report:

9.1 To approve the bank reconciliation to the end October 2019. RESOLVED. All in favour.

9.2 To approve the schedule of payments for November 2019 in accordance with Appendix A

Total payments of £3853.79 approved and signed by the Chairman. The Parish Council is now authorised for on-line banking. The Council noted that a payment would be required for A Wilmington who cut the hedge at Cowerslea Way (invoice outstanding). The council resolved to approve the schedule of payments

in accordance with Appendix A and the additional outstanding payment which is agreed expenditure.

RESOLVED. All in favour

10. Internal Audit – to approve Internal Auditor 2019/20

The Clerk has received quotes from Thomas Westcott £500 and BlueChip Accounts £300 for Internal Audit services. The Council resolved to appoint Trudie Jenkins from Bluechip Accounts as the Internal Auditor for 2019/20. **RESOLVED. All in favour.**

11. Asset Review – to review completed annual review forms

Asset Review Forms are currently being completed for all village assets, as part of the Annual Risk Management process.

12. Disciplinary & Grievance policies – to consider adoption of policies

The Council resolved to adopt the draft Disciplinary policy and the draft Grievance policy, which comply with the 2015 ACAS Code of Practice. **RESOLVED. All in favour.**

13. Memorial Play Park – to discuss Parish Council as project lead

An architect is currently preparing technical drawings for the play park proposals. The Play Inspector will then review the plans for compliance with Health & Safety legislation prior to public consultation. Cllr Pook thanked James Absalom for producing such inspiring proposals for the renovation of the play area and proposed that now was a suitable time for the Parish Council to take the lead on the project to effectively coordinate the planning, fundraising and installation of what will become a Parish Council asset. The Council resolved to take the lead on the Memorial Play Park renovation project. **RESOLVED. All in favour.**

Cllr Pook proposed that a working group be established within the Assets & Property Portfolio, with Cllr Dormor as lead member. The working group will include representation from the Parish Council and the community. The Parish Council will be represented by Cllr Dormor, Cllr Clinch, Cllr Graham and Cllr Vine. The first meeting of the working group will be scheduled once the final plans are ready for consultation. **RESOLVED. All in favour.**

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

14.1 Play funding

EDDC will be going into the primary school on 18 November, to carry out further public consultation with local children to decide on play equipment for the lower part of Ash Hill play area.

14.2 Sport funding

EDDC has now confirmed that the bike storage in the Square is not a feasible sports project.

Agreed sports projects:

Ash Hill football provision – a site visit will be scheduled with EDDC technical officer to advise on options.

Kayak storage on the beach – agreed location will be beyond the last beach hut on the East side of the beach. EDDC will provide design options for Parish Council consideration. A licence will be required for the facility on the beach and the Parish Council will make a charge to users for the storage.

15. Parish Council surgery – to receive report

A Parish Council surgery took place on 26 Oct 2019 and a local resident suggested additional pedestrian signage for Cowerslea Way, approaching from Couchill. Cllr Graham will explore this matter with Cllr Wood. **ACTION: CLLR GRAHAM**

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

The Parish Council noted the report. Cllr Westlake has also produced a report (previously circulated) on Council housing issues within the parish, highlighting any obvious defects on EDDC land used for Council housing.

17. Assets & Property Portfolio Report – to receive the report (previously circulated)

The Parish Council noted the report. Cllr Dormor will arrange for the hedge to be trimmed at Little Hemphay around the bat house. **ACTION: CLLR DORMOR**

Cllr Wood produced a supplementary report (previously circulated) on the Depot in Clapps Lane, highlighting outstanding maintenance issues. The Clerk will update the report with agreed action points and circulate to Councillors. This will be an agenda item for December to receive quotes and approve expenditure as appropriate. A number of items raised in the report relate to working practices and will be addressed in the annual appraisal process for the Workman. **ACTION: DECEMBER AGENDA**

18. EDDC asset transfer – to receive an update

The Beer Asset Devolution Pilot Project Report was debated at EDDC Cabinet and the recommendations to approve and progress were approved at EDDC Full Council on 23 October. EDDC is now agreeing terms for the transfer with the Parish Council and the transfer should be completed by 31 March 2020.

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

19.1 CCT Chair and Village Manager reports - noted. The CCT is planning to have a stall at the Beer Late-Night Shopping event on 6 December.

20. Planning consultation responses

The Parish Council noted the planning consultation responses from the Planning Meetings on 1 and 22 October.

21. Correspondence/Literature: As on Appendix B.

Cllr Vine declared an interest in item raised as her parents own a property in Beach Court. Cllr Vine left the meeting.

The Parish Council noted correspondence received from Buckles solicitors acting on behalf of three of the residents of Beach Court. Cllr Pook will respond to the letter. **ACTION: CLLR POOK**

The meeting closed at 9pm.

Date of next Parish Council meeting: Tuesday 3 December 2019

Date: Chairman: