

Beer Parish Council

The Parish Council Meeting was held remotely on **Tuesday 6 October 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. R Dormor
Cllr. M Graham Cllr. M Westlake

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

1. Apologies accepted by the Council: Cllr. L Vine (maternity leave)

2. Declarations of Interest: Cllr Dormor declared an interest in agenda item 14 as he may provide a quote or proposal of works for brook clearance if Council consider this appropriate.

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. Co-option – held by live poll via Zoom

There are three vacancies for co-option and five applications received. The Clerk launched the live poll via Zoom and each Councillor had three votes. The applicants with the majority of votes in alphabetical order were Jessica Boulton, Andy Cobbold and Lee Reeve. A report of the poll results will be filed with the minutes of the meeting. The Chairman thanked the unsuccessful applicants for their interest and expressed the hope that they would continue to support the Council in the future. The Clerk will contact the new Parish Councillors to make the necessary arrangements for them to take up office. **ACTION: CLERK** Jessica Boulton, Andy Cobbold and Lee Reeve to be co-opted onto the Parish Council. **RESOLVED. ALL IN FAVOUR**

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 2 September 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. Cllr Shaw advised the Council to write to Highways to make a formal request for a 20mph speed limit to be introduced in Beer. **ACTION: CLERK to write to Highways.** Specific streets to be included in the proposal for a 20mph zone to be agreed by Council.

EDDC Cllr Pook provided a monthly report which had been previously circulated.

9. Financial report

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

9.2 to approve the schedule of payments for October 2020 in accordance with Appendix A. Council noted additional payments of £80 for Terry Hoare (grass cutting at Ash Hill play area) and £36 for DALC (Councillor training) Total payments of £5621.81 approved. **RESOLVED. ALL IN FAVOUR.**

9.3 to note new NJC pay scales for 2020/21 and ratify pay increases for Clerk and Workman as previously agreed by Council (January 2020). Noted by Council. The Clerk will organise the pay increases agreed by Council, backdated to April 2020. **ACTION: CLERK**

9.4 to approve payment of £100 grant for Beer Lockdown Exhibition to Oliver Cable (contrary to Grants policy)

Council approved the payment of the previously approved grant direct to an individual.
RESOLVED. ALL IN FAVOUR.

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

The Council agreed a donation of £75. Proposed by Cllr Pook, seconded by Cllr Graham. **RESOLVED. ALL IN FAVOUR.**

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

As the village is now receiving fewer visitors, the cones and the majority of the new road signage have been removed from Fore Street. Cllr Pook reiterated a plea for the return of any borrowed cones.

As previously agreed, a more systematic review of the road layout and traffic flow in Fore Street will take place during the forthcoming Training/Visioning Day.

12. Utilization of Parish Council land assets (Jubilee & Charlie's Yard) to support outdoor trade for village businesses in Covid safe(er) environment – to receive an update

The EDDC bulk licence for outdoor trading on Parish Council land assets ended at the end of September 2020. Anyone wishing to use the outdoor spaces going forward will need to apply in the usual way to the Parish Council.

Cllr Westlake left the meeting for part of this agenda item due to technical problems.

13. Environment & Community portfolio report – to receive report

Matters for action from the report:

Berry Hill – the Parish Council is still negotiating with DCC for a traffic order to make Berry Hill one-way (down). Cllr Pook has forwarded a detailed proposal to DCC and is awaiting feedback. Discussion took place regarding the removal of at least the top parking space at the foot of Berry Hill as parked cars restrict access. Concern was also expressed regarding parking in The Square as the parked cars restrict access for the buses. It was agreed to organise a site visit with Steve Kelly from Highways in order to explore related parking issues. The Clerk will also write formally to DCC, to highlight the Council's on-going concerns regarding Berry Hill. **ACTION: ENVIRONMENT GROUP/CLLR POOK**

Recycling bins – Council agreed that Bottleman should remove the bottle bins after half term.

Sink holes in Fore Street – DCC has advised that an underground survey of Fore Street should be carried out during October. A road closure will be required.

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

Blocked drains in Underleys and The Meadows – these are on the DCC priority list for action.

RBL planting of poppies and cornflowers in the WI Garden in the Jubilee – Council expressed support for this initiative.

13.1 Memorial plaque on planters

A request has been received for a memorial plaque for one of the planting troughs on the brook. Council agreed that it was happy in principle for memorial plaques to be placed on the planters for local people who have made a contribution to the community. The plaques must be of a suitable size and in-keeping with the character of the planter. Council to approve style and wording of plaques prior to installation.

14. Assets & Property portfolio report – to receive report

14.1 Townsend Coach & Car park – to receive an update re use of coach bays to offer short-term winter car parking

Council noted the potential for coach bays 2 & 3 to be turned into 8 additional short-term car parking bays for 1 October 2020 – 31 March 2021, at a reduced rate of 40% of the current annual permit fee. The Clerk will offer the bays firstly to those on the waiting list for permanent parking permits for Townsend and then advertise on social media. **ACTION: CLERK**

14.2 The Meadows parking bays – to receive an update

Permit holders have expressed concern about the size of the top 2 bays, A and B and stated that it is difficult to park within the available space without going over the double yellow lines. Cllr Westlake advised that she did not think bay A was fit for purpose. Discussion took place and Council agreed that bay A and B would continue to be let at the normal rate but permit holders would be advised that the bays were only suitable for smaller cars. **RESOLVED. MAJORITY IN FAVOUR.** Cllr Westlake voted against this proposal. The Council will also explore whether it is possible to re-paint the double yellow lines to enlarge the bays.

14.3 Asset Review process

The Clerk advised that the annual review of assets would take place during October. Asset Review Forms will be circulated to Councillors as appropriate. The Risk Assessments for each asset are also due for annual review. Any maintenance issues highlighted will be considered as part of the budget setting process for 2021/22.

Matters for action from the report:

Salt storage at depot – Council agreed that the existing storage facility is adequate for keeping the salt dry.

Depot repairs – Council agreed up to £100 to replace some rotten wood above the hinge on one of the doors.

Cllr Dormor declared an interest as he may provide a quote or proposal of works for the brook clearance

Brook maintenance – the brook requires urgent clearance in The Causeway to alleviate flood risk. Council agreed to organise a contractor for mechanical clearance of the brook from Barnards Farm up to the Peco car park. A preliminary quote has been obtained and further quotes will be requested. This can be funded out of the contingency fund. Some sections are so narrow that they will have to be cleared by hand. EDDC regularly clears any debris washed up on the beach.

Jubilee toilets – Council considered the painting of the ceilings in the toilets. It was noted that the toilets will be included in the asset transfer from EDDC and will be transferred in a functional state. Cllr Pook proposed that Council make any decisions regarding refurbishment once the toilets have been transferred. Cllr Dodd stated that she felt the toilets were very outdated and generally in a very poor condition.

Cllr Dormor requested s106 play funding proposals for Ash Hill to be an agenda item for the November meeting.

15. Training/Visioning Day – to receive an update

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

ACTION: CLERK

16. Parish Council surgery – to review the report

A Parish Council surgery was held on 19 September and a full report had been previously circulated.

Outstanding matters for action:

Stones foot path – tree roots causing trip hazard

Cemetery - trees need cutting back

Townsend Coach park – vegetation needs cutting back

Cllr Westlake will follow up these matters. **ACTION: CLLR WESTLAKE**

17. EDDC Asset Transfer – to receive an update

17.1 Heads of Terms for Asset Transfer – Council approved the draft Heads of Terms. EDDC will keep a detailed record of works during the first year of asset transfer to help inform the reduced programme of works for the following year. Proposed by Cllr Pook, seconded by Cllr Clinch. **RESOLVED. MAJORITY IN FAVOUR.** Cllr Westlake abstained from the vote.

17.2 “What the transfer of assets means for Beer” – Council approved the information document for general publication.

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

18.1 To receive CCT report – Council noted the report.

18.2 To confirm date of next CCT committee meeting – no meeting scheduled.

18.3 Events update – plans are on-going for the Drive-In Film Night for Halloween.

19. Planning – the Parish Council noted the consultation responses from the remote Planning Committee Meeting held on 2 September 2020.

20. Correspondence

There were no items of correspondence for discussion.

21. Date of next meeting: 3 November

The meeting closed at 8.50pm.

Date of next meeting: 3 November 2020

Date:

Chairman: