

## Beer Parish Council

The Parish Council Meeting was held on **Tuesday 9 July 2019** at the Mariners' Hall. Copies of minutes and reports are available on request.

**Present:** Cllr. D Clinch                      Cllr. W Dodd                      Cllr. H Follett                      Cllr. M Graham  
                 Cllr. G Pook                      Cllr. L Vine                      Cllr. M Westlake

**In attendance:** A Dallaway (Clerk); Cllr. Martin Shaw (DCC); one member of the public

**1. Apologies accepted by the Council:** Cllr. R Dormor (holiday); Cllr. M Richards (working); Cllr T Wood (holiday); PC Speers

**2. Declarations of Interest:** Cllr Follett and Cllr Clinch declared an interest in agenda item 3 as they have submitted dispensation requests.

### **3. To consider dispensation requests.**

Cllr Follett and Cllr Clinch have submitted Dispensation Forms to enable them to participate and vote in matters relating to the Coastal Community Team.

*Cllr Follett and Cllr Clinch left the meeting while this item was under discussion.*

The Council agreed to approve the dispensation as both Cllr Follett and Cllr Clinch have particular skills and experience to offer the CCT. (Guidance on Dispensation Requests: Criteria 3)

Proposed by Cllr Graham, seconded by Cllr Vine. All in favour.

**THE COUNCIL RESOLVED TO APPROVE A DISPENSATION FOR CLLR FOLLETT AND CLLR CLINCH TO ENABLE THEM TO PARTICIPATE AND VOTE IN MATTERS RELATING TO THE CCT**

**4. Items to be dealt with after the public, including the press have been excluded:** Council agreed that there were none.

### **5. Public participation**

James Absalom was in attendance at the meeting to provide an update regarding the renovation plans for the Memorial Play Area. See agenda item 14.

**6. Police report:** There were no members of Devon & Cornwall Constabulary in attendance at the meeting but a monthly report had been previously circulated indicating four recorded crimes for June – two criminal damage, one vehicle offence and one theft of boat engine.

**7. Approval of minutes:** The minutes of the Parish Council Annual Meeting held on the 4 June 2019 were approved and signed as a true record.

Matters arising:

**4/6/2019/6 Recycling bins on beach/Charlie's Yard** – Cllr Pook is still in liaison with EDDC regarding the proposed location of the bins.

**4/6/2019/7 Co-option** - one vacancy remains on the Council for co-option.

**4/6/2019/7 Clinton Devon Estates** - Clare James will attend the October meeting of the Parish Council to give an update on behalf of Clinton Devon Estates.

### **8. EDDC and DCC Cllrs** – to receive reports

Cllr Pook, EDDC raised the following items:

- The District Council's Cabinet will be discussing how it aims to respond to the Climate Change Emergency.

Cllr Shaw, DCC had previously circulated a monthly report and highlighted the following:

- There are proposed changes to Devon & Somerset Fire & Rescue Service which include potential closures of a number of fire stations where risk and activity is low and the removal of fire engines that are underused. Service changes include the proposed closure of Colyton Fire Station. The Parish Council will respond to the consultation exercise. **ACTION: CLERK**

## **9. Financial report:**

### **9.1 To approve the bank reconciliation to the end June 2019**

**THE COUNCIL RESOLVED TO APPROVE THE BANK RECONCILIATION TO END JUNE 2019**

### **9.2 To approve the schedule of payments for July 2019 in accordance with Appendix A – total payments of £8509.50 approved and signed by the Chairman.**

**THE COUNCIL RESOLVED TO APPROVE THE SCHEDULE OF PAYMENTS IN ACCORDANCE WITH APPENDIX A.**

### **9.3 To consider grant to Beer Men's Shed.** A letter has been received from the Chairman of Beer Men's Shed requesting a grant towards the development of this initiative which has a local fundraising target of £10K. Grant of £300 approved.

**THE COUNCIL RESOLVED TO APPROVE £300 GRANT TO BEER MEN'S SHED. This constitutes s137 expenditure for the benefit of the community.**

### **9.4 To review Workman's resources.** It was agreed that the Assets & Property portfolio would research transport options for the Workman to enable easier transportation of tools, equipment and waste. It was agreed to prioritise environmentally friendly options, for example electric vehicles.

## **10. Organisational structure - to approve the Terms of Reference for Committees and Portfolios**

It was agreed that the quorum for the Committee TOR should be stated as 3 Councillors. The TOR will be available on the website.

**THE COUNCIL RESOLVED TO APPROVE THE TOR FOR FINANCE & GENERAL PURPOSES COMMITTEE, COASTAL COMMUNITY TEAM COMMITTEE, ASSETS & PROPERTY PORTFOLIO AND ENVIRONMENT & COMMUNITY PORTFOLIO.**

## **11. Policy review – to approve the Complaints policy**

The Clerk had previously circulated a revised Complaints policy, updated to reflect the NALC model policy. It was agreed that the Finance & General Purposes Committee would act as the Complaints Committee and the remainder of Councillors would act as the Appeals Committee if appropriate. The Policy will be available on the website.

**THE COUNCIL RESOLVED TO APPROVE THE COMPLAINTS POLICY.**

## **12. General Power of Competence – to consider adoption**

The Clerk had previously circulated a Local Government Association paper on this power which is intended to give local authorities wider powers to deliver more for their communities. It was agreed that the Clerk would take further advice from DALC/NALC regarding the scope of the GPC and the benefits of adoption.

## **13. Staff contracts – to approve contract for Workman**

The Clerk had previously circulated a draft contract for the Workman based on the model provided by NALC. The Council agreed to adopt the policies which support the employment contract. Cllr Follett will review the policies prior to Council approval.

**ACTION: CLERK/CLLR FOLLETT**

It was agreed that the Portfolio Holders and the Chairman of the Council should carry out an annual appraisal for the Workman. It was also agreed that Cllr Clinch and Cllr Wood should be the ones to advise the Workman about his day to day work programme.

**THE COUNCIL RESOLVED TO APPROVE THE AMENDED NALC CONTRACT FOR THE WORKMAN**

## **14. Memorial Play Park – to review plans and agree plan of action**

The Parish Council is keen to ensure that the draft plans are fully compliant with Health & Safety legislation before the community consultation is carried out. It was agreed to form a working group of Parish Council

representatives and local residents to progress this project – the next steps are to establish design compliancy and to obtain quotes. **ACTION: CLERK/CLLR POOK TO COORDINATE**

**15. s106 play and sport funding allocation – to receive report from the Working Group (report previously circulated)**

**15.1 Play funding – to review consultation feedback and approve project**

**THE COUNCIL RESOLVED THAT ALL PLAY FUNDING BE ALLOCATED TO IMPROVEMENTS AT ASH HILL PLAY AREA.**

Further public consultation will be scheduled with local children to decide on play equipment. The Council noted that play funding cannot be allocated to the provision of new football goals as these can only be funded by sport funding.

**15.2 Sport funding – to review consultation feedback.**

Cllr Dormor and Cllr Vine will meet with EDDC to review all suggestions to confirm eligibility. Those shortlisted will then be put to a formal public vote.

**16. Community Infrastructure Levy CIL – to receive an update**

Cllr Pook reported that the Parish Council currently has £888 available from this fund. It was noted that the Neighbourhood Plan guarantees the Council 25% of CIL receipts.

**17. Parish Council surgery – to receive report**

The next Parish Council surgery is scheduled for 21 Sept 2019.

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

The Parish Council noted the report. Matters for debate:

**Blocked drains** - the Council is increasingly frustrated about the numerous blocked drains in the village and will be contacting DCC Cllr Stuart Hughes, Cabinet Member for Highways Management to try to resolve this situation. **ACTION: CLLR POOK**

**Pot-holes** – Cllr Clinch expressed interest in doing the Road Warden training to enable him to carry out pot-hole repairs. **ACTION: CLERK**

**19. Assets & Property Portfolio Report**

The Parish Council noted the report. Matters for debate:

**Cowerslea Way** – an annual maintenance plan is currently being formulated and enquiries are on-going to clarify who is responsible for hedge maintenance.

**Garage doors in depot** – the Council noted that the doors are in a very dilapidated condition. However, it was agreed to undertake a comprehensive review of the storage facility at the depot and explore options to maximise storage space to meet the future requirements of the Council.

**20. EDDC asset transfer – to receive an update**

The asset transfer report and revised budget had been previously circulated. Councillors agreed that Cllr Pook could continue budget negotiations prior to the next meeting of the EDDC Asset Management Forum on 18 July.

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

Recommendations:

21.1 **The minutes of the June CCT Committee meeting were noted.**

21.2 **The reports from CCT Chair and the Village Manager were noted. Matters for discussion:**

21.2.1 **Arrangements for events** – the Road Warden will oversee highways issues and power for events on the Jubilee can be sourced via the Fishermen.

21.2.2 **Storage of Gazebos & tables** – it is hoped that the depot will provide adequate storage in the long term. Cllr Pook will organise temporary storage.

21.3 **Pitch fees for start-up Beer organisation**

APPROVED £10 for 2 hours

