

## Beer Parish Council

The Parish Council Meeting was held remotely on **Tuesday 12 January 2021, 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. D Clinch Cllr. A Cobbold  
Cllr. W Dodd Cllr. R Dormor Cllr. M Graham Cllr. L Reeve  
Cllr. L Vine Cllr M Westlake

**In attendance:** A Dallaway (Clerk), K Westlake (Events Coordinator)

**1. Apologies accepted by the Council:** Cllr. M Richards (work commitments), Cllr Martin Shaw (DCC)

**2. Declarations of Interest:** Cllr Graham declared a non-pecuniary interest in agenda item 9 as she is Chair of the Mariners' Hall Management Committee (Parish Council representative).

**3. Items to be dealt with after the public, including the press have been excluded:** There were none. Cllr Pook advised that Council may need to go into Part B for some of agenda item 8, to discuss employment related matters.

**4. Public participation:** There were no members of the public in attendance at the meeting.

**5. Police – to receive the report**

No report received for December 2020.

**6. Approval of minutes:**

The minutes of the Parish Council Meeting held on the 1 December 2020 were approved as an accurate record. **RESOLVED. ALL IN FAVOUR.**

**Matters arising:**

**1/12/2020/6** Chris Kahn, Environment Agency Flood Resilience Officer will attend the March Parish Council meeting to provide further information about local flood management schemes.

**7. EDDC and DCC Cllr reports**

**DCC** Cllr Shaw provided a monthly report which had been previously circulated. Cllr Shaw was unable to join the meeting due to technical issues.

**EDDC** Cllr Pook provided a verbal monthly report.

There were no matters for discussion.

**8. Financial report**

**8.1 To approve the bank reconciliation to the end December 2020 and receive Alpha software reports. RESOLVED. ALL IN FAVOUR**

**8.2 To approve the schedule of payments for January 2021 in accordance with Appendix A.** Council noted an additional payment of £32 for R&H Signs (COVID-19 road signage). Total payments of £5,408.95 approved. **RESOLVED. ALL IN FAVOUR.**

**8.3 To approve the minutes and recommendations from the Finance & General Purposes Committee Meeting held on 15 December 2020.**

- Cllr Pook provided a summary of recommendations relating to fee income, salary payments and procedural matters.
- The Finance Committee reviewed income and expenditure to date in line with the budget forecast for 2020/21 and identified no areas for concern.
- The Finance Committee recommended the draft budget for 2021/22 for approval to include an increase in the precept figure in order to enable the Council to provide a balanced budget with

sufficient allocation for employment costs. The Clerk had provided a proposal for additional hours to cope with the increasing work load and bureaucratic demands of the role.

**THE COUNCIL RESOLVED TO APPROVE THE MINUTES AND RECOMMENDATIONS FROM THE FINANCE COMMITTEE MEETING 15 DEC 2020. RESOLVED. ALL IN FAVOUR.**

**8.4 To formally approve the precept figure for 2021/22 - £24,129**

Cllr Pook reported that the effect of the precept increase on a Band D property would be £36.28 which represented an increase of £5.65 per Band D household compared to last year.

**THE COUNCIL RESOLVED TO APPROVE THE PRECEPT FOR 2021/22 £24,129.**

**RESOLVED. PROPOSED BY CLLR POOK, SECONDED BY RICK DORMOR. ALL IN FAVOUR.**

**8.5 To approve the proposal for Kayak storage for 2021/22 season**

Cllr Pook had previously circulated a proposal document recommending that the Parish Council pays EDDC an annual 'concession' fee for the rack on the beach and then charges an annual fee to users of £28 per kayak. Cllr Pook will discuss the proposal with EDDC and feedback at the next meeting. **ACTION: CLLR POOK**

**8.6 To receive an update regarding the adoption of the NALC Model Financial Regulations**

The Clerk is keen to adopt the Model Financial Regulations to provide greater structure and clarity to the Council's financial procedures. The Clerk will research further and make recommendations to Council in advance of the new financial year. **ACTION: CLERK**

**9. Mariners' Hall – Delegation of Authority document**

Councillors have now had an opportunity to read the revised document produced by Chris Pickles on behalf of the Mariners' Hall Management Committee. Cllr Pook has taken advice from EDDC Business Rates Department regarding the arrangements for the commercial lettings and is waiting to hear back from the Licensing Department to clarify the licensee arrangements for the bar at the Mariners' Hall. Cllr Graham reported that the Mariners' Hall Management Committee was currently considering different options for the management of the bar.

**9.1 To approve the amendments to the principles of commercial letting for the Mariners' Hall**

**RESOLVED. PROPOSED BY CLLR POOK, SECONDED BY CLLR DODD. ALL IN FAVOUR.**

**9.2 To approve the re-draft of the Delegation of Authority document**

It was noted that the Parish Council has the authority to review and amend the document at any time.

**RESOLVED. PROPOSED BY CLLR POOK, SECONDED BY CLLR WESTLAKE. ALL IN FAVOUR.**

**10. DCC Road Warden Scheme**

**10.1 To review arrangements for DCC Road Warden Scheme**

Cllr Graham is the nominated Road Warden for the parish who can coordinate minor works on the highway (for example minor pot-hole repair) in liaison with DCC. In addition to this, Cllr Graham and Cllr Clinch are Chapter 8 trained which means they can organise road closures in the parish. Cllr Cobbold has also expressed interest in doing the C8 training as soon as it becomes available.

**10.2 To approve an application to the DCC Highways Community Enhancement Fund for funding for material for pot-hole repair (joint application with Branscombe Parish)**

Council approved the application. DCC will place the order and organise delivery and the product can be stored at the depot. **ACTION: CLERK**

**11. Environment & Community portfolio report – to receive report previously circulated  
Matters for action from the report:**

- **Street lights** – EDDC has repaired lights in the Central car park and on the Jubilee.

- **Pot holes in The Causeway** – the resurfacing work is currently in progress.
- **Sink hole in Fore Street** – DCC Highways Officer has advised that this will be repaired at the same time as the resurfacing.
- **Self Shelter, Jubilee** – EDDC will be carrying out work in January to address the drainage issues on the roof.
- **Underleys wall & steps** – DCC Highways Officer has advised that DCC will not fund repair works as this is not considered a safety hazard. Council agreed to submit an application to the DCC Locality Fund for repair works. Cllr Westlake will obtain some provisional costings. **ACTION: CLLR WESTLAKE**
- **Cuddly Lane** – the sign post has fallen down and will be reported to P3 footpath volunteers.
- **Recycling bins** – this will be an agenda item for February to consider additional bins and suitable locations in readiness for Spring.

## **12. Assets & Property portfolio report – to receive report**

### **Matters for action from the report:**

- **Coast path** – volunteers have carried out some resurfacing works to sections of the footpath below the Caravan Park.
- **Ash Hill play area** – the annual play safety inspection is scheduled for March 2021.
- **Meadows parking bays** – the Workman has cut back shrubs encroaching on the parking bays. Bay A remains vacant. Council noted that it was unlikely that the double yellow lines could be widened to provide a more functional parking space.
- **Defibrillator on the slipway** – this was deployed earlier in the month. Cllr Dormor will organise replacement battery and pads. **ACTION: CLLR DORMOR**

## **13. Training/Visioning Day – to receive an update**

The Training/Visioning Day will take place remotely on Friday 29 January.

## **14. EDDC Asset Transfer – to receive an update**

### **14.1 To receive an update regarding the consultation programme**

The Clerk reported that 223 responses had been received to date. The consultation deadline is 18 January. All residents of the parish are encouraged to complete a survey form. A draft report will be presented at the February Parish Council meeting and then made publicly available. Specific proposals will be formally debated and voted upon at the March Parish Council meeting.

## **15. s106 play and sport funding proposals for Ash Hill play area – to receive an update**

**Sport** – the primary school will be sending out a simple on-line survey to the school community asking the children to choose between a small MUGA or a netted goal with resurfacing of the top play area at Ash Hill.  
**Play** – the Clerk sent the tender letter to four play companies for design proposals for the play area but only one proposal has been received. One company advised that their work capacity was constrained by COVID-19 and two companies advised that they could not provide anything meaningful within the budget. Council agreed to extend the deadline for receipt of proposals and to approach other play companies. Council agreed that it would be more practical and economical to combine play and sport proposals at Ash Hill. Cllr Vine will take advice from EDDC officers regarding s106 protocol and feedback to Council.

**ACTION: CLLR VINE**

## **16. Coastal Community Team – to consider and approve the following:**

Kayleigh Westlake, Events Coordinator was in attendance at the meeting to present her report.

**16.1 To receive report from Events Coordinator.** A Christingle service was held on 20 December which was well supported in a socially distanced manner. A provisional calendar of events will be compiled as soon as COVID-19 restrictions ease. For the time being, it is difficult for Kayleigh to fulfil the agreed remit of her role but preliminary discussions have taken place regarding the Events Coordinator overseeing the resources on the beach, for example the kayak storage and the defibrillator.

**16.2 To approve £471 for asset transfer consultation costs. RESOLVED. ALL IN FAVOUR**  
**16.3 To note the decision not to renew the annual subscription renewal for Visit Devon –**  
**noted.**

The Council thanked Kayleigh for carrying out the role in very difficult circumstances.

**17. Planning** – the Parish Council noted the consultation responses from the remote Planning Committee Meetings held on 1 & 15 December 2020.

**18. Correspondence - as on Appendix B**

There were no items of correspondence for discussion. Council noted that several letters had been received from members of the public regarding the asset transfer proposals and consultation. Individual responses have been sent. Local residents are encouraged to participate in the formal consultation process.

**19. Date of next meeting.**

The meeting closed at 8.40pm.

Dates of next meetings:  
Full Council 2 February 2021

Date: .....

Chairman: .....