

BEER PARISH COUNCIL

The Parish Council Meeting was held on **Wednesday 8th JUNE, 7.30pm** at the Mariners' Hall. Copies of minutes and reports are available on request.

PRESENT: Cllr. R Dormor (Chairman) Cllr Green (Vice Chair) Cllr. G Pook
 Cllr. M Graham Cllr. A Brewer Cllr. T Stevens
 Cllr. E Molony

IN ATTENDANCE: Kayleigh Westlake (Events Coordinator), Jakki Henderson (Clerk) and 3 members of the public.

- 1) **Apologies and reasons for absence:** Cllr. A Adkin and Cllr. S Greig both sent apologies for absence due to prior engagements.
- 2) **Members to declare any interests they may have in agenda items:**
Cllr Pook declared his normal position as EDDC Cllr.
- 3) **To agree any items to be dealt with after the public, including the press, have been excluded:** There were no items.
- 4) **Public Participation:**
There was one member of the public who wished to speak.

SPEAKER: Thanked a 'young' Council for making a commitment to the village and acknowledged the difficulties of juggling family life. The Speaker felt it was right a younger generation should be heavily involved with the future of Beer, making considered and well informed decisions on the changes ahead, while aiming to retain the uniqueness of the village.

The Chair thanked the Speaker and much appreciated their comments.

- 5) **Police – to receive monthly crime stats:** The following are taken from the Devon & Cornwall Police website: There had been two reported crimes for the month of April 2022. One in Beer and the other en route to Quarry caves. Both were listed as violence/sexual offences.
- 6) **Approval of minutes:**
6.1 Minutes of the Parish Council meeting 11 May 2022, were approved and signed as an accurate record. **RESOLVED. ALL IN FAVOUR.**
- 7) **EDDC and DCC Cllrs reports:**
DCC (report previously circulated): No questions were raised.
EDDC (report previously circulated): Cllr Pook elaborated on the last point within his report and encouraged people to consider putting themselves forward for the next May elections in order to stand as District Councillor and not leave until 9 months time. Cllr Pook also offered to discuss the role with anyone (including the public) that may be interested. Cllr Green asked whether SPF funds (Shared Prosperity Funds) mentioned in the report, were time sensitive and Cllr Pook advised they hadn't had the 'allocation of funds' meeting as yet.

8) Financial report (documents previously circulated)

8.1 To approve the bank reconciliation to the end May 2022 & receive Alpha software reports:

PROPOSED CLLR GRAHAM, SECONDED CLLR MOLONY. **RESOLVED. ALL IN FAVOUR.**

8.2 To approve the schedule of payments for June 2022 in accordance with Appendix A

Additional payments added: £70.80 for Rialtas (MTD annual subs.), £152 Martin Weare (prepped new laptop for clerk) and DALC training invoices to come for Cllr and Chair training.

Proposed Cllr Molony, Seconded Cllr Graham. **RESOLVED. ALL IN FAVOUR.**

8.3 To approve further hours of training by A. Dallaway for Clerk induction on June payroll

Clerk requested a couple more sessions to go through banking and more on finance/Rialtas with the previous Clerk, A Dallaway.

Proposed Cllr Graham, Seconded Cllr Brewer. **RESOLVED. ALL IN FAVOUR.**

8.4 To consider recommendation and approve quote of church clock maintenance by new contractor

Last year's fee was £175 and this year it's £195 + VAT. Cllr Pook suggested additional costs arising of more than a 10% range, should come back to Council. It was agreed to approve the quote on this basis.

Proposed Cllr Stevens, Seconded Cllr Graham. **RESOLVED. ALL IN FAVOUR.**

8.5 To consider and approve membership costs of SLCC (The Society of Local Council Clerks membership flyer previously circulated)

The annual membership fee of £171 would be split 50/50 with the Clerk's other parish (Broadhembury). The cost for membership therefore was £85.50 each. The Clerk had previously circulated the information on benefits of joining the SLCC. Council agreed expenditure on annual membership.

Proposed Cllr Molony, Seconded Cllr Graham. **RESOLVED. ALL IN FAVOUR.**

8.6 To approve new bank signatories: Cllrs Dormor, Green and the Clerk to go on as new signatories and agree to keep on Cllr Pook for interim. Previous Clerk to be taken off once the new bank mandate had been set-up and working.

Proposed Cllr Brewer, Seconded Cllr Stevens. **RESOLVED. ALL IN FAVOUR.**

The Chair then took some time to explain the Detailed Receipts & Payments by Budget Heading report, to new councillors. Cllr Brewer asked about the interest paid and whether this could be explored to improve the rate. The Chair agreed this was a good point and asked the Clerk to include on the agenda for the next Finance committee meeting. The Chair also briefed councillors on the various assets of the PC and their related costs and EMR's (ear marked reserves).

9) Councillor vacancies - update and inform on process of recruitment

The Chair updated councillors on the current position and that the public notice of the vacancy was up tomorrow. We should then hear from the EDDC Returning Officer who will advise if they have received a petition to call an election. If not, then the Council are free to co-opt and will advertise the vacancies on notice boards, website and other social media.

- 10) CIL – to review increase in quote for electrical installation on Jubilee**
Cllr Pook was still awaiting confirmation of an increase in price and requests the Council approve the increase of up to £300 to cover it.
Proposed Cllr Graham, Seconded Cllr Molony. **RESOLVED. ALL IN FAVOUR.**

11) Events and Promotion report – to receive report

The newly named portfolio (previously the Beer Community & Tourism Committee) hope to meet on Wednesday 29th June in order to make a start on plans for 2022/23. The Events Co-ordinator reported on the success of Nigel Groves VW beach buggies on 20th May and looks to become an annual event. Donations from the Jubilee totalled £478.40 (cash handed to Clerk to bank) with no expenses, as everything was donated. This was a really well attended event over several days (Thursday to Sunday) and brought the whole village together.

Going forward:

- Sunday 3rd July, RNLI Weekend, (chq received and handed to Clerk to bank).
- Sunday 17th July - 20th August, Unique Boutique Events - Beer Spritz bar, Salty Arms.
- Thursday 28th July - Bert information day to be held in the Mariners' Hall.
- Sunday 27th August - Buffs Tombola.

11.1 To approve Terms of Reference

Cllr Molony asked to defer this until next PC meeting.

11.2 To consider expanding the Beer Village Website advertising and increasing advertising rates.

The Chair and Cllr Green had an interest in this item as they both advertise on the website and abstained from voting.

An increase in advertising rates from £40 to £50 was agreed.

Proposed Cllr Pook and Seconded Cllr Molony. **RESOLVED. ALL IN FAVOUR.**

Cllr Brewer queried whether the rates were for the Village Directory &/or the Visitor Information sections of the website.

ACTION: Clerk to check this.

Cllr Green asked permission to speak once the vote was over, asking whether the website activity reports we received from the web host could be more informative as considered them to be basic and unhelpful in this respect. The Chair agreed this information would be very useful.

ACTION: Cllr Molony to report back on this at next PC meeting.

11.3 To consider projects for 2022/23

Deferred until next meeting.

12) Environment & Community Portfolio report – to receive report

12.1 Traffic/parking survey – to consider quote/next steps (previously circulated)

Cllr Graham proposed going ahead with Phase 1 (signage scheme) having had conversations with Steve Kelly (Devon Highways Officer) who felt the quote (£4k) was about right in his opinion. Cllr Molony expressed concerns over the direction traffic was being sign posted and questioned whether further consultations with residents would be beneficial. Cllr Graham understood the reservations but explained it was important to encourage traffic away from the centre of the village and the signage would hopefully achieve dispersal.

Cllr Graham asked if Council would agree to support going ahead with Phase 1

and assured that the situation would be monitored.

Proposed Cllr Graham, Seconded Cllr Stevens. **RESOLVED. ALL IN FAVOUR.**

Cllr Graham further reported that potholes on Clapps Lane and Park Road have now been marked for repair, after her discussions with Steve Kelly (DHO).

Cllr Molony informed the Council that Beer volunteers working on the Jubilee, are covered by our Public Liability insurance without the need for Paul Fealey's (EDDC's Horticultural Technical Officer) continuous presence. It is his intention to provide support on a weekly basis. The Jubilee will begin to improve with this work, under Paul Fealey's guidance, commencing in two weeks time.

The Chair reminded everyone to give projects for 2022/23 some thought for the next PC meeting.

13) Assets & Property Portfolio report – to receive report

13.1 Overview of current assets and responsibilities

The Chair had covered some detail relating to assets during Item 8 and deferred the allocating of responsibilities until next PC meeting.

13.2 Decide on new line manager for workman

Chair will be the first point of contact for Kevin Hayes (workman) and then Cllr Stevens, in his absence.

Proposed Chair, Seconded Cllr Graham. **RESOLVED. ALL IN FAVOUR.**

13.3 Update on maintenance schedule

The Chair will arrange a meeting of portfolio members to meet with Kevin Hale and take tour of assets to familiarise.

14) EDDC Asset Transfer working group – to receive report and update

Cllr Green updated the Council on the terms under which the working group will be running. The group would be made up as follows: Cllrs: Brewer, Greig and Stevens, with Cllr Green as Chair. Resident members: Mo Westlake, Martin Shobbrook, Nigel Groves, Jess Boulton and Poppy Greig. It is envisaged that overtime, resident input would be refreshed with new members. Whilst the group does not have decision making powers, it is a method of collating a range of opinions and feeding back to the Council. Having distilled the main contentious issues in their first meeting, they now seek to arrange a face to face meeting with EDDC and two cllrs from Beer PC (Cllr Green and the Chair) to establish communications/introductions, in light of Cllr Pooks pending departure from Beer.

Cllr Pook added he had already spoken with his EDDC contact, Tim Child, about meeting with the new working group in Beer (in two weeks time). He also confirmed his role was that of 'hand-over' to the Asset Transfer group.

Cllr Green went on to set out the group's plans in relation to the Heads of Terms, and addressing each asset (with a target time of 30mins per asset) in order to gain a better understanding, over fortnightly meetings. The goal being to bring the new team up to speed within a couple of months time.

14.1 To advise on viability quote

Cllr Green reported the group's recommendation for the viability study was that it could wait, while members got themselves up to speed with the finer details of the project.

15) Planning - to note the consultation responses from the Planning Committee Meeting on 1 June 2022

Cllr Graham was happy with the responses and had nothing further to add.

16) To review Code of Conduct and Equality Policies

The decision to adopt EDDC Code of Conduct or remain with existing CofC was deferred until next PC meeting, in order to give everyone time to read both documents. The Equality Policy was agreed to be in order.

17) Correspondence - see Appendix B for full list of correspondence received (Previously circulated)
No questions raised.

18) Date of next meeting: 13th July 2022 @ 7.30pm, Mariners' Hall

The Chair thanked everyone and closed the meeting.

Meeting closed at 9.10pm

DATE:.....

CHAIRMAN:.....