

**Minutes of the Virtual Berrynarbor Parish Council meeting held on Tuesday, 12<sup>th</sup> May  
2020 at 7.00pm via Zoom**

- Present: Cllrs A Stanbury (Chairman), G Bacon, A Coppin, M Johns, B Joyce, and J Latham (from Minute No.2005/05)  
District Cllr J Tucker  
Mrs V Woodhouse, Parish Clerk
- J Beer, Co-option candidate
- 2005/01 **Apologies**  
Cllrs N Wright and L Lowe and Devon County Cllr Miss A Davis
- 2005/02 **Declarations of interest**  
None.
- 2005/03 **Public Participation**  
None.
- 2005/04 **To approve and sign the Minutes of the Berrynarbor Parish Council meeting held on Tuesday 14<sup>th</sup> April 2020**  
Copies were circulated prior to the meeting. It was **resolved**, with no votes to the contrary, to approve and sign the minutes of the meeting held on the 14<sup>th</sup> April 2020 as a correct record.
- Cllr Latham entered the meeting.
- 2005/05 **To consider the adoption of supplementary Standing Orders to meet the statutory requirements for the holding of remote meetings and note procedures for virtual meetings**  
Information was circulated to members prior to the meeting and it was **resolved**, with no votes to the contrary, to adopt supplementary Standing Orders to meet the statutory requirements for the holding of remote meetings, and this lasts until May 7<sup>th</sup> 2021 or the repeal of legislation whichever is earlier and to note the procedures.
- 2005/06 **Co-option**  
An application for Co-option was circulated prior to the meeting. J Beer introduced herself and asked if there were any questions. Cllr Johns asked if J Beer used to be a Cllr and asked why she did not stand for re-election, J Beer explained it was due to family commitments at the time. Members considered the application and it was **resolved**, with one vote to the contrary, to co-opt J Beer to the Council, the Declaration of Acceptance of Office was signed in front of the Council and Proper Officer.
- 2005/07 **To receive reports from:**
- **Police**  
It was noted that the April report was available on the website.
  - **County Councillor Miss A Davis**  
Apologies had been given.

- **District Councillor J Tucker**

Cllr Tucker congratulated Cllr Beer on her co-option to the Council. Cllr Tucker explained that there had been several updates circulated to Cllrs from NDC recently and explained the extra work that had gone into administering the recent Government grants. Cllr Tucker explained that most services are running as usual and reported that a consultation document on planning enforcement had been sent.

Members asked how enforcement was taking place at the moment and Cllr Tucker confirmed that most contact was initially via telephone or letter at the moment but visits would be made if necessary.

- **Play Area Inspections**

It was noted that the grass in the Recreation Field at been cut and there was nothing further to report.

- **Manor Hall**

Cllr Johns confirmed that the Manor Hall Committee would like to proceed with the S106 works.

- **Footpaths**

The sign on the old coast road had been hit by a vehicle. Possible grant funding for works on footpaths was discussed and Cllr Bacon agreed to investigate further.

- **Dog Exercise**

None.

- **Grit Bins/Roads**

None.

- **Meetings/events attended by Councillors/Clerk**

None.

2005/08

**Planning and Planning Correspondence**

Planning Decisions: The Planning Authority has given Approval for:

**71320** Removal of existing conservatory together with erection of single story and two story extension at the Knapps, Barton Lane, Berrynarbor  
Applicant: Mrs Coles

It was **resolved**, with no votes to the contrary, to note the information.

2005/09

**Payments and Receipts**

The following payments were received:

**PAYMENTS**

10. May Salaries	£318.50
11. HMRC PAYE May	£79.40
12. Toilet Cleaning, April	£100
13. British Gas, Electricity -Toilets	£22.48

14. South West Water Toilets	£114.72
<b>Payments total:</b>	<b>£635.10</b>

**RECEIPTS**

1. Lloyds, Interest	0.53
2. Precept & Parish Grant	10,381.03
<b>Receipts total:</b>	<b>£10,381.56</b>

It was **resolved**, with no votes to the contrary and one abstention, to approve the above payments and receipts.

2005/10 **To review the Council's Asset Register**

It was noted that the shed had not been added to the Asset Register. It was also agreed to include the benches in Claude's garden, the Recreation Field and picnic table in the Manor Hall Play Area along with the bus shelter on the North side of Barton Lane and the one by the Church.

It was resolved that, subject to the above amendments, the Asset Register be approved.

2005/11 **To Review the Council's Statement of Internal Control for the financial year 2019-2020 in accordance with the Accounts and Audit Regulations 2015**

Members reviewed the Statement of Internal Control and it was resolved, with no votes to the contrary, that the Statement of Internal Control be approved and signed by the Chairman.

2005/12 **To consider Quotations for Renewal of the Parish Councils Insurance**

Members were informed that the Council's insurance was due for renewal from 1st June 2020 and considered the quotations and recommendation received from Came and Company. Members considered the advantages and disadvantages of a one year or three year policy and it was resolved, with no votes to the contrary, to accept Came and Company's recommendation and to renew the Parish Council's insurance with Penn, it was further **resolved**, with one vote to the contrary, to renew on a one year policy at a cost of £1,032.80.

2005/13 **Councillors Questions and Requests**

Cllr Johns asked if the grant for the newsletter would be revisited. The Clerk informed members that Standing Orders did not allow for a resolution to be re-visited within six months unless written notice is given to the Clerk signed by at least 3 Cllrs.

2005/14 It was **resolved** that under Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 that the public and press be excluded from the meeting for the following item as it involves the likely disclosure of confidential information.

Cllr Tucker left the meeting.

**PART B**

2005/15 **HM Courts & Tribunal Service/ICO –**

**a) To note extension of Direction for a General Stay**

It was **resolved**, with no votes to the contrary, to note the information.

**b) To receive and consider response from the Parish Council's Insurance Company**

Members were informed that cover was not provided for representation through the Parish Council's insurance, but Radar could provide cover at an additional cost. It was **resolved**, with no votes to the contrary, not to pay for additional services and to submit one short statement confirming that the original offer was a without prejudice offer made by the insurance company which was counter offered.

Meeting ended at 8.12pm.

Signed..... Dated:.....