

Minutes of the Virtual Berrynarbor Parish Council meeting held on Tuesday, 11th August 2020 at 7.00pm via Zoom

Present: Cllrs G Bacon (Chairman), J Beer, M Johns and B Joyce
Devon County Cllr Miss A Davis
District Cllr J Tucker
Mrs V Woodhouse, Parish Clerk

1 Member of the public

Both the Chairman and Vice-Chairman had submitted their apologies and therefore nominations were sought for Chairman. It was resolved, with no votes to the contrary, to elect Cllr Bacon as Chairman for the meeting.

2008/01 **Apologies**
Cllrs A Stanbury, N Wright, A Coppin, J Latham and L Lowe.

2008/02 **Declarations of interest**
None.

2008/03 **Public Participation**
A member of the public informed the Council that they had spoken to NDC who had confirmed that they own and manage the car park, however, the Parish Council decides on exemptions and the regulations and can email a request to the North Devon Council. The member of the public asked the PC to request an exemption for them to park in the car park as they do not have any parking and parking outside of residents' houses has caused friction.

2008/04 **To approve and sign the Minutes of the Berrynarbor Parish Council meeting held on Tuesday 14th July 2020**
Copies were circulated prior to the meeting. It was **resolved**, with no votes to the contrary and one abstention, to approve and sign the minutes of the meeting held on the 14th July 2020 as a correct record.

2008/05 **To receive reports from:**

- **Police**
It was noted that the report was available on the website.
- **County Councillor Miss A Davis**
A report was circulated prior to the meeting which is attached to these minutes as Appendix A.

Cllr Davis left the meeting.
- **District Councillor J Tucker**
Cllr Tucker explained that he has circulated a lot of correspondence

from the District Council to help parish Cllrs to stay up to date. Cllr Tucker reported that all the grants to eligible businesses have now been paid in Berrynarbor. Cllr Tucker explained that it is difficult for Councils to plan for the future in the current climate and he felt that local government will see significant changes and further explained that the lack of income and funding has been difficult for NDC.

- **Play Area Inspections**

Cllr Bacon reported that both play areas were now open and the chains on the toddler swings are too high and require replacement. Cllr Bacon informed members that the new equipment will be installed in October.

- i. To receive update on painting of the play equipment in the Manor Hall Play Area and consider any actions therefrom
the slide in swing in the Manor Hall play area still require painting but she understood that Cllr Wright would be painting the equipment in the next week.
- ii. To consider cutting of the hedge in the Manor Hall Play Area
It was agreed to instruct the Council's contractor to cut the hedge.

- **Manor Hall**

Cllr Johns reported that the scaffolding is now down, and they are having to re-visit the windows on advice from NDC. The Manor Hall is looking to reopen in September with the AGM scheduled for mid-September.

- **Footpaths**

Cllr Bacon explained that footpath 19 was clear upon inspection but the grass either side is high, however, the footpath is clear. Footpath 27 has still not been cut and it was agreed to pursue with the Council's contractor, trees were still blocking footpath 16 and it was noted that issues such as this that were reported on the Annual survey had not been addressed. It was noted that the Clerk would speak to DCC.

- **Dog Exercise**

It was reported that the carpet had been removed, however, concerns had been raised about materials such as pallets and posts which were still on site.

- **Grit Bins/Roads**

None.

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

Cllr Bacon reported that she had met Wicksteed on site at the play areas to agree the installation of the play equipment. Cllr Bacon had also met the MP about issues relating to the Old Coast Road.

2008/06

Planning and Planning Correspondence

62/50/20/004 Proposed reinstatement of railway line, creation of cutting and embankment previously removed together with new railway bridge.

(amendment to approved application ref 62/50/16/001)

Location: Land in Field to the North of the A39 West of Holwell Wood, and Land on Access track to Rowley Barton

It was **resolved**, with one vote to the contrary, to recommend no comment.

2008/07

Payments and Receipts

The following payments were received:

PAYMENTS

31. August Salaries	£317.30
32. HMRC PAYE August	£79.20
33. Zoom Monthly Fee, August	£14.39
34. Indeed Advertising Fee	£15.14
35. Indeed Advertising Fee	£62.05
36. Internal Audit Fees	£200
37. The Design Shop, COVID-19 Signage	£84
38. Berrynarbor in Bloom, Grant	£500
39. British Gas, Electricity – Public Toilets	£22.97
Payments total:	£1,295.05

RECEIPTS

None.

It was noted that the contractor who had fixed the water fountain had tried to submit is invoice electronically but had been unable to and had been waiting for payment for some time it was therefore agreed to pay the invoice upon receipt.

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

2008/08

Berrynarbor Car Park

Members were unaware of the ability to request extensions and it was noted that the Parish Council is consulted on the regulations, it was agreed to clarify the position on exemptions for parking in the car park.

Members were informed that this item had stalled due to the COVID-19 pandemic, now that restrictions had started to lift it was suggested that the project is progressed and it was agreed to arrange a site visit with NDC's engineer and to clarify the position on requesting residents' permits for the car park.

- 2008/09 **To consider further information on re-opening of the Public Toilets in Berrynarbor**
 Members were informed by Cllr Bacon that the MP had expressed that the toilets should be opened immediately and as long as the Parish Council displays the cleaning regime for the toilets this would suffice. It was noted that there were 17 cleans on account and these could be used to provide 2 cleans a week which could be re-evaluated after half-term and once the holiday season has ended, the risk assessment was reviewed and it was **resolved**, with no votes to the contrary, to arrange for two cleans a week, ensure the cleaning regime and hygiene posters are displayed and to re-open the public as soon as possible.
- 2008/10 **To consider the Model Code of Conduction Consultation**
 Members considered the Model Code of Conduct Consultation, members were content with the current Model Code of Conduct and therefore it was **resolved**, with no votes to the contrary, to make no comment.
- 2008/11 **To consider fencing works in the Recreation Field/Dog Exercise Area**
 It was agreed to defer this item to allow Cllr Stanbury to obtain the quotations.
- 2008/12 **To appoint one member to the Personnel Working Party**
 It was noted that following Cllr Barton's resignation there were only two members on the Personnel Working Party and it was **resolved**, with no votes to the contrary, to appoint Cllr Latham to the Personnel Working Party.
- 2008/13 **To appoint one member to the Finance Working Party**
 It was noted that following Cllr Barton's resignation there were only two members on the Finance Working Party and it was **resolved**, with no votes to the contrary, to appoint Cllr Johns to the Finance Working Party.
- 2008/14 **Councillors Questions and Requests**
 Cllr Johns asked where the signage for the toilets will come from. The Clerk confirmed that she will produce the posters and send straight to the contractor to display.
- Cllr Beer requested if a piece could be included in the next newsletter about overgrown hedges in Sterridge Valley.
- Members asked when Cllr Wright would return to meetings.
- Cllr Bacon reported that the fountain in the square is up and running.
- 2008/19 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.

The public and Cllr Tucker left the meeting.

PART B

2008/20 **HM Courts & Tribunal Service/ICO – to receive update and consider latest correspondence and any actions arising therefrom**

Members were informed that the solicitor had clarified the Parish Council's position and the ICO had amended its decision following the clarification. The ICO had confirmed that the Parish Council had correctly applied s42 and therefore not required to disclose the information it, and its solicitor, had classed as legally privileged. It was **resolved**, with no votes to the contrary, to note the current position.

Meeting ended at 8pm.

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