

Minutes of the Berrynarbor Parish Council meeting held on Tuesday, 13th June 2023 at 7pm in the Manor Hall, Birdswell Lane, Berrynarbor

Present: Cllrs A Stanbury (Chairman), E Clarke, B Joyce, J Latham, D Norman and K Young

2306/01 **Apologies**
Cllr Bacon.

2306/02 **Declarations of Interest**
Cllr Young declared an Interest in Item 2306/09.

2306/03 **Public Participation**
Cllr Young had received concerns that Orchids on the verges had been cut and there was sewage from Berrynarbor Park in the stream.

2306/04 **Minutes**
It was **resolved**, with no votes to the contrary and two abstentions, to approve the minutes of the meeting held on Tuesday 16th May 2023 as a correct record.

2306/05 **To receive reports from:**

- Police
The report had been circulated.
- County Cllr Miss A Davis
Attached as Appendix one.
- District Cllr J Hunt
None.
- Play Area
Cllr Young asked about the possibility of running “No Mow May” in Claude’s Garden it was agreed to investigate and place on next Agenda.
- Manor Hall
The Memorial Bench is now in place.
- Footpaths
None.
- Dog Exercise Area
The dispenser needs poo bags, it was agreed to locate or purchase a further key for the dispenser.
- Grit Bins/Road
None.

- Meetings/Events attended by Councillors/Clerk
None.

2306/06 **Planning & Planning Correspondence**

77121 Alterations and extension to dwelling at Seascapes Barton Lane Berrynarbor
Applicant: Mr and Mrs Oliver

It was **resolved**, with no votes to the contrary, to recommend APPROVAL.

77181 Variation of condition 2 (Approved plans), 4 (materials), 5 (ecology) and 6 (landscaping) attached to planning permission 76174 (Erection of poolside changing area, refurbishment of existing spa and store, formation of 2 guest suites together with landscaping & access improvements) to allow alterations of intensive roof system over spa and changing areas at Sandy Cove Hotel Old Coast Road Berrynarbor
Applicant: Mr and Mrs Ten-Bokkel

It was **resolved**, with no votes to the contrary, to recommend APPROVAL.

2306/07 **Payments and Receipts**

PAYMENTS

20. June Salaries	£431.18
21. Clerk's Expenses	£29.79
22. Public Toilet Supplies	£30.80
23. HMRC PAYE June	£107.80
24. Zoom Monthly Fee	£15.59
25. Tesco Mobile, Phone Charge May, 2023	£12.01
26. Public Toilet Cleaning, May	£100
27. Gallagher, Insurance	£1,572.67
28. Julie Snooks, Internal Audit	£225
29. British Gas	£62.76

Payments total: £2,587.60

RECEIPTS

None.

Receipts total: £0

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

2306/08 **Manor Hall Play Area**

Members considered the replacement of the part of the chain link fence in the play area and it was **resolved**, with no votes to the contrary, to obtain quotations for fencing and works to replace the posts and tightening the wire along with fixing the gate.

Cllr Young declared an Interest in the following item.

- 2306/09 **Recreation Field**
Members were informed that a request had been received by the contractor to undertake some works to the water pipes in the Recreation Field, public liability insurance had been requested and the works were scheduled for the end of June. It was **resolved**, with no votes to the contrary, to approve the works subject to adequate public liability insurance, the ground being properly reinstated, and agreed to remind the contractor to stay clear of the play equipment.
- 2306/10 **Public Toilets**
It was noted that a spare key had been found in the shop.
- 2306/11 **Dog Walking Area**
Further quotations for the fencing and associated works were received and it was **resolved**, with no votes to the contrary, to accept the quotation from A&B Contractors for the fencing works.
- 2306/12 **Summer Fete**
The Manor Hall Committee had requested use of the Manor Hall Play Area and Recreation Field for the Summer Fete, it was **resolved**, with no votes to the contrary, to agree the use subject to adequate public liability insurance and all necessary licenses being obtained.
- 2306/13 **Public Toilets**
It was noted that a spare key had been found in the shop.
- 2306/14 **Annual Governance Statement 2022/2023**
The Annual Governance Statement for 2022/2023 had been circulated prior to the meeting and it was **resolved**, with no votes to the contrary to approve the Annual Governance Statement for 2022/2023.
- 2306/15 **Accounting Statements 2022/2023**
The Accounting Statements for 2022/2023 and Interna Auditor’s Report had been circulated prior to the meeting and it was **resolved**, with no votes to the contrary to approve the Annual Accounting Statements for 2022/2023.
- 2306/16 **Annual Governance and Accountability Return 2022/2023**
The Annual Governance and Accountability Return for 2022/2023 had been circulated prior to the meeting and it was **resolved**, with no votes to the contrary to approve the Annual Governance and Accountability Return for 2022/2023.
- 2306/17 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.

PART B

2306/18

Berrynarbor Car Park & Toilets

The Offer from the North Devon Council on the transfer of the freehold on the Public Toilets and lease for the Car Park was circulated prior to the meeting and it was **resolved**, with no votes to the contrary, to accept the offer and proceed with the legal process.

2306/19

Staffing Matters

After further review and discussion, it was noted that the current Parish Clerk had been asked to reconsider their resignation and had agreed. It was **resolved**, with no votes to the contrary, for the Parish Clerk to remain in position with thanks from the Parish Council and to review the salary and pension at the next meeting in recognition of their experience and contribution to the parish.

Meeting ended at 8.07pm.

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