

Bere Ferrers Parish Council

At a meeting of the Bere Ferrers Parish Council held in Council Chamber, Bere Alston on Tuesday
30th July 2019

Present

Cllr. P. Crozier	Chairman of Council
Cllr. P. Dennis	Cllr. H. Peace
Cllr. S. Hanson	Cllr. E.K. Wager
Cllr. R. Leithall	
Cllr. R. Maycock	

164. Apologies

Apologies were received from Cllr. Lamb, Cllr. Flicker, Cllr. Reed and Cllr. Rogers all due to Holidays, Cllr. Pengelly due to family business, also Cllr. Page-Bailey.

165. Chairman's Report.

Since our last meeting we have spent all our time clearing woodchip, rejuvenating old ground, putting in drain pipes, compacting stone and putting in rubber chippings at Sarah Park play area. Cllr. Crozier would like to thank the farming community who lent machines. Cllr. Wager, Mr. Venning, Mr. Tony Viggers, Mr. Phil Rundle, also a number of parishioners and ladies who helped. Cllr. Crozier thanked Cllr. Lamb for all his hard work in some very hot weather. The Victoria Social Club continue to chuck but's from their smoking hut into the rubber chip. Please can we write a polite letter to the club on this matter?
Cllr. Dennis asked if it is feasible to make the entrance to Sarah Park more wheel chair friendly.

166. To approve the minutes of the Full Council held on the 25th June as a true record and taken as read.

Cllr. Hanson proposed approval of the minutes of Full Council, seconded by Cllr. Dennis.

Matters Arising

Minute 95 (71) Mr. Hingston has fitted the main gate and will be fitting the pedestrian gate by Wednesday.

SO RESOLVED

167. To approve and adopt the minutes of the Finance and General Purposes meeting held on the 25th June and taken as read, to deal with matters arising.

Cllr. Maycock proposed the approval of the minutes of the Finance and General Purposes meeting, seconded by Cllr. Wager.

Matters Arising.

Minute 109- Cllr. Dennis informed Council that they do not qualify for the £2,000 rebate on HMRC.

Cllr. Hanson proposed adoption on the Finance and General Purposes minutes, seconded by Cllr. Dennis

SO RESOLVED

168. To approve and adopt the minutes of the Plans meeting held on the 2nd July and taken as read, to deal with matters arising.

Cllr. Crozier proposed approval of the minutes of the Plans meeting, seconded by Cllr. Wager.

Cllr. Crozier proposed adoption of the minutes of the Plans meeting, seconded by Cllr. Wager.

SO RESOLVED

169. To approve and adopt the minutes of the Footpaths and Environment meeting held on the 9th July and taken as read, to deal with matters arising.

Cllr. Hanson proposed approval of the minutes of the Footpath and Environment meeting, seconded by Cllr. Peace.

Matters Arising.

Minute 125- Cllr, Hanson noted that Footpath 89 was not on any ones list for inspection and asked the Clerk if she would add it to Cllr. Musgrave's list of walks as it connects with one of his.

Minute 121 (2) – The Clerk informed the Footpath Warden with regards to Bridleway 69 being obstructed. Cllr. Wager stated that this weekend it was kept clear.

Minute 125 – Clerk is still awaiting a reply regards from Ros Davies who has been on holiday.

Cllr. Hanson proposed adoption of the minutes of the Footpath and Environment minutes, seconded by Cllr. Peace.

SO RESOLVED

170. To approve and adopt the minutes of the Open Spaces meeting held on the 16th July and taken as read, to deal with matters arising.

Cllr. Wager proposed approval of the Open Spaces minutes, seconded by Cllr. Hanson.

Matters Arising.

Minute 135 – Cllr. Hanson will be enquiring about the thickness of the rubber chip at Sarah Park in the next meeting of Open Spaces.

Cllr. Wager proposed adoption of the Open Spaces minutes, seconded by Cllr. Hanson.

SO RESOLVED.

171. To approve and adopt the minutes of the Finance and General Purposes meeting held on the 23rd July and taken as read, to deal with matters arising.

Cllr. Maycock proposed approval of the minutes of Finance & General Purposes, seconded by Cllr. Wager
Matters Arising

Minute 142e – Litter bin in Pilgrim Drive. Cllr. Crozier has enquired about a bin by the recycling area, this is in hand W.D.B.C is looking into it.

Minute 144 – Cllr. Hanson asked about the increase in the set of cost budgets for wages. The Clerk reported that these have increased because the wages from the toilet cleaning have been added in. Cllr. Leithall- We need to look into professional help to get the original budgets into the new accounts system, seconded by Cllr. Hanson.
Discussions took place.

Minute 148 Cllr. Peace- proposed that whoever is employed as our Workman/Handyman should have a CP check, seconded by Cllr. Leithall.

Minute 149 – Cllr. Maycock stated that Cllr. Page-Bailey has agreed to join the staff sub-committee.

Minute 153. – Bank Mandates. The Clerk has all the necessary paper work to fill out. Work in progress.

Minute 157 (a) – The complaint from Tap Hill Takeaway re the Tap Area and the work carried out by Devon

County Highways which was not finished properly. Pass to Devon County as this is not

Council's remit.

Cllr. Dennis proposed approval of the minutes of the Finance & General Purposes, seconded by Cllr. Wager.

SO RESOLVED.

172. Discussions took place for employing an Assistant Clerk.

Discussions took place on the Assistant Clerks job description, with various suggestions. Cllr. Hanson proposed that the Clerk draft an advert for the job and circulate it to the Chairman and Vice Chairman of Council, seconded by Cllr. Dennis.

173. Recommendation to Full Council from F. & G.P. that they go ahead and advertise for a Full Time Workman/Handyman.

Discussions took place about employing a full time or part time workman, also about making the summertime hours 48 and reducing the winter time hours to 37 as the summertime is the busiest due to grass cutting and footpath work. Council needs a holiday policy so as not to be taking annual leave at the busiest time of the year.

Council will need to put together a workman's hand book.

Closing date for applications the end of August.

Cllr. Crozier Proposed that minute 148 of Finance and General Purposes which states `It was agreed that a recommendation be made to Full Council that an advert be placed in the Tavistock Times with details of Full Time Workman/Groundsman with a closing date of 31st August, seconded by Cllr. Hanson.

174. Internal Audit to be carried out by Cllr. Crozier and Cllr. Dennis.

Cllr. Crozier – we undertook an audit of the petty cash all was in order but would recommend that when items are purchased on a bill with other items included the items for Council be highlighted to make it easier for them to be picked out.

175 Report from Beregen on their financial position.

Cllr. Dennis stated that the Beregen Trustees will be meeting in August, bookings are still quiet, and we are advertising for Autumn and Winter. We still need to get a tenant for down stairs, one person is putting together a business plan, and hoping to take over for the Autumn Term.

Updating facilities, the main thing is the underfloor heating it is not economical or efficient as radiators. We have to look at the safety aspect as it may be a child care nursery, we should no more in September.

176. Correspondence.

a) The Clerk asked for the following accounts to be paid;

1. Mr. P. Willmott – Work at Sarah Park.	7802	£216.00
2. Wembury Open Awards Miss Demi Conley – Donation towards her Duke of Edinburgh Award.	7803	£50.00
3. Rialtas – Alpha software and Annual support.	7804	£145.00
4. EDF. – Office electricity account.	7805	£74.73
5. 1 Less Worry Payroll Services July.	7806	£36.00

Cllr. Dennis proposed payment of the above accounts, seconded by Cllr. Leithall.

b) West Devon Borough Council

Eight question survey on line, ideas of what your Borough Council should be prioritizing in the next five years.

There being no further business the Chairman thanked members for attending and declared the meeting closed at 9.34pm

Signed this 24th day of September 2019

Chairman.....