

11. **Consider how to combat parking violations in Townsend Coach Park:** New signs have previously been purchased and will soon be installed in the carpark.
12. **To consider whether to register the MH with Land Registry, and if so, how best to go about it:** There is no legal requirement to register, but future Cllrs may consider the current Council negligent if it is not done now that the situation has become apparent. Cllr Shobbrook to compose letter to solicitors to see if they would be willing to submit the completed application on behalf of BPC. The necessary documents, currently on loan from Devon Heritage Centre, have been scanned and the Council now holds electronic copies. Proposed Cllr M Shobbrook, seconded Cllr J Heathh, resolved all in favour.
13. **To receive a report from the Baroness Rolle Trust Committee representative:** The Committee representative has given her apologies for this meeting, but had advised by email prior to this meeting that she had attended the latest Trust meeting and had nothing to report.
14. **To consider appointing an events coordinator / MH Minutes secretary:** The Council discussed the benefits of having more events, including joint events with the Mariners' Hall. Clerk to calculate how much it would cost and report back. Cllrs noted how difficult it was for the Mariners' Hall to get support from organisations in the village.
15. **To consider the lease for Little Hemphay:** The land is leased from Clinton Devon Estates for £100 a year, on top of this BPC must pay to maintain the land, but the lease contains so many covenants that nothing can be done with it. There is a meeting planned with Clinton Estates to discuss the lease. BPC will approach the meeting with the view to cancel the lease.

16. Financial Report

- 16.1. **To approve the monthly bank reconciliations to the end of March 2025:** approved.
- 16.2. **To receive monthly Alpha software reports for March 2025:** noted with no questions. Clerk advised the final spending for the financial year ending March 2026 was 108% of the budget.
- 16.3. **To approve the schedule of payments for April 2026 (please note this may be subject to change up to the day of the meeting). Where the certification of invoices is done as a batch, this shall include a statement by the RFO that all invoices listed have been 'examined, verified and certified' by the RFO. All invoices to be checked and initialled by the Chairman:** All payments were approved and invoices checked and initialled by Cllr T Stevens. Clerk drew attention to the £100 donation to the Horticultural Society to cover the costs of catering for the Common Lane Public Consultation, including an additional donation. Proposed by Cllr M Shobbrook, seconded by Cllr S Whitelock, resolved all in favour.
- 16.4. **Clerk's report on Urgent Decisions since the last meeting:** none.

17. Policies and Procedures

- 17.1. **To review the Code of Conduct**
- 17.2. **To review the Financial Regulations**
- 17.3. **To review the Social Media Policy**
- 17.4. **To review the Privacy Notice**
- 17.5. **To review the Data Protection Policy**
- 17.6. **To review the Complaints Procedure Policy**
- 17.7. **To review the Standing Orders**
- 17.8. **To review the Disciplinary & Grievance Policy & Procedures**
- 17.9. **To review the Health & Safety Policy/includes Lone working**
- 17.10. **To review the Sickness & Absence Policy**
- 17.11. **To review the Events & Promotions Portfolio terms of reference**

Reviewed with no significant changes.

18. Environment and Community

- 18.1. **To receive an update on the Old Chapel, Beer:** The application for charitable status has been approved. The Old Chapel's first event will be held on the 26th June – a music event with nibbles. Regarding toilets, they are now considering "wet" toilets and may be able to connect to the mainline sewers using the existing infrastructure.
- 18.2. **To discuss progress of survey on drains, potholes, and infrastructure in Beer:** After much difficulty, Cllr S Whitelock was able to obtain a copy of the SWW drains plan, but it was

useless. The Highways gully layout (road drain and manhole map) has been removed from the public domain. Cllr J Heath to try to request a copy of the plan from DCC.

- 18.3. **To receive an update on Ashill Play Park Bottom gate:** in progress.
- 18.4. **To consider the Ash Hill Playpark safety inspection report:** Cllr T Stevens to visit the park to confirm what needs to be done.
- 18.5. **To receive an update on the BERT working group:** Health and Safety documents are still necessary before the emergency plan can be considered viable. Cllr T Stevens attended the Devon Resilience Forum Event in March but had no luck obtaining relevant templates.
- 18.6. **To receive an update from the inter-Parish working group for the potential nutrient reprocessing plan:** Branscombe Parish Council have still not heard anything, so there's currently nothing to be done.
- 18.7. **To discuss and consider options for the maintenance of Beer Brook:** After the summer, when the village is less busy, the Community Payback Scheme hopes to tackle the task. There are still questions, however, about who owns the Brook.
- 18.8. **To consider overgrown hedges obstructing the footpath by 2, Underleys and another by 1B The Meadows:** It is believed both properties are social housing. Cllr J Heath to raise enquiries with EDDC.
- 18.9. **Consider the pavements on Fore Street, which are getting very slippery with algae (from opposite side of the Barrel going up to Osbornes):** Cllr J Heath to write to EDDC with requests to deal with the algae issue.

19. **Chair and Clerk to sign the Sea View Terrace deed of easement, as decided during the council meeting of 13/03/2024:** Following a summary from Cllr M Shobbrook to bring new Cllrs up to date with the issue, the document was signed by both Chair and Clerk. Clerk to return the signed document to the solicitor.

20. **To consider the future of the public toilets:** The cost of maintaining public toilets was discussed, but ultimately it was agreed that the village can not be without public toilets. The Council discussed the possibility of using the proposed dowry to install a paid toilet access system to raise the necessary funds to cover maintenance.

21. **Correspondence – See word document for full list of correspondence:** noted without questions.

22. **Police: Link to the police page shared prior to the meeting:** the crime statistics have not been updated since January.

23. **To note next date of tabletop sale on 25th April 2026:** noted.

Date of next meetings: Full Council Wednesday 7pm 13th May 2026.

Signed: Cllr T Stevens

Date: