

# Beer Parish Council

4 February 2022

To all Councillors

You are summoned to attend the **Parish Council meeting** that will be held on **Wednesday 9 February 2022, 7.30pm at the Mariners' Hall**. The meeting will include a maximum of 15 minutes of public participation. Matters raised must be within the remit of the Parish Council. The public will not be allowed to speak at any other time during the meeting unless by pre-arrangement with the Clerk and Chairman.

**In order to comply with government guidelines and Mariners' Hall protocol regarding Covid 19 safety measures, public attendance at the meeting will be restricted. Members of the public are advised to contact the Clerk in advance if they wish to attend the meeting. Please contact the Clerk by 5pm on the day preceding the meeting.**

## -----Agenda-----

### NEWSLETTER – CLLR STEVENS

1. Apologies and reasons for absence
2. Members to declare any interests they may have in agenda items that accord with the adopted Code of Conduct. (N.B. this does not preclude any later declarations). To consider dispensation requests.
3. To agree any items to be dealt with after the public, including the press, have been excluded
4. Co-option of three Casual Vacancies
5. Public Participation
6. Police – to receive monthly crime stats
7. To consider and approve the minutes of the Parish Council meeting held on 12 January 2022
8. EDDC and DCC Cllrs – to receive reports/consider matters for the attention of EDDC/DCC reps
9. Financial report
  - 9.1 to approve the bank reconciliation to the end January 2022 & receive Alpha software reports
  - 9.2 to approve the schedule of payments for February 2022 in accordance with Appendix A
  - 9.3 to approve additional 12 hours for Clerk for January £161.64 (Feb payroll)

**NB. Other payments may arise for approval at the meeting**

  - 9.3 to approve the Internal Auditor for 2021/22 – Trudie Jenkins of Blue Chip Accounts
  - 9.4 to approve the Chairman and the Clerk to the Council as the authorised signatories for any official documents on behalf of the Parish Council. To amend the Financial Regulations accordingly.
10. Calendar of meeting dates for Full Council and committees – to approve
11. Community engagement – to discuss including Parish Council surgeries
12. CIL – to receive an update re electrical installation on Jubilee
13. Parish Clerk recruitment – to receive an update  
(this item may move to PART B)

14. Parish Council website – to receive an update
15. Environment & Community Portfolio report – to receive report
  - 15.1 Traffic/parking survey – to receive a report from the working group
  - 15.2 Queen’s Platinum Jubilee tree planting – to receive an update
16. Assets & Property Portfolio report – to receive report
  - 16.1 Ash Hill annual inspection – to approve quote
  - 16.2 Hedge cutter & drainage rods for Workman – to approve funds
17. EDDC Asset Transfer – to receive report and update re revised draft Heads of Terms and Service Level Agreement
18. Beer Community & Tourism Team – to receive verbal report
  - 18.1 To approve Chairman & meeting structure
  - 18.2 Queen’s Platinum Jubilee celebrations – to receive report re planned events
19. Planning - to note the consultation responses from the Planning Committee Meeting on 12 January 2022
20. Correspondence - see Appendix B for full list of correspondence received

**PART B**

21. Insurance matters re Workman’s storeroom roof – to receive an update
22. Date of next meeting:

Full Council Meeting Wed 9 March 2022, 7.30pm, Mariners’ Hall  
Parish Meeting tbc



Mrs Annie Dallaway  
Clerk to Beer Parish Council

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