

## **Beer Parish Council**

6 May 2022

To all Councillors

You are summoned to attend the **Annual Meeting** that will be held on Wednesday 11 May 2022 (after the Annual Parish Meeting at 7.30pm) in 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 may be restricted. Members of the public are encouraged to contact the Clerk in advance if they wish to attend or speak at the meeting.**

**Please note that the meeting will be recorded.**

### **-----Agenda-----**

#### **Newsletter: Cllr. Adkin**

1. Election of Chair as the first formal business of the meeting
  2. To receive the Declaration of Acceptance of Office for the Chairman.
  3. Election of Vice-Chair
  4. Apologies
  5. Public Participation
  6. 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)
  7. To agree any items to be dealt with after the public, including the press, have been excluded
  8. To consider and approve the minutes of the Parish Council meeting held on 13 April 2022.
  9. Community & Tourism Committee
    - 9.1. to receive report from Event Co-ordinator
    - 9.2. to receive an update re Hemingway Design Vision Survey
  10. Organisational structure:
    - 10.1. Committee structure – agree structure, Chairs and membership
    - 10.2. Portfolio structure – agree structure, Lead members and membership
    - 10.3. Working groups/Areas of council representation – to agree
  11. Review of Register of Member's Interests
  12. Review of policies: Clerk to update
  13. Financial report
    - 13.1. To approve Schedule of payments for May 2022 in accordance with Appendix A
- NB. Other payments may arise for approval at the meeting**

- 13.2.To approve the Annual Internal Audit 2021/22 – to receive report
- 13.3.To approve the External Audit Annual Governance Statement for 2021/22
- 13.4.To approve the External Audit Accounting Statements 2021/22

14. CIL - to review quotes for electrical installation on Jubilee

15. Environment report – to receive report

16. Assets & Property report – to receive report

17. PC Surgery – to receive an update

18. EDDC Asset transfer – to receive report

18.1.Viability study – to receive quotes and approve consultants

18.2.Toilet proposals – to receive update

18.3.Starre Bank – to consider removal of this asset from the Asset Transfer proposals

18.4.Parish Meeting – to consider bringing the date forward to July/August

18.5.Parish Poll/consultation – to consider the following:

18.5.1. That the council votes to accept the result of a Parish Poll regarding the transfer of assets as the final decision into the matter

18.5.2. That the council votes to accept that the result of a Parish Poll satisfies the Heads of Terms prerequisite (EDDC Discharge of conditions, 5) that the Asset Transfer proposals do/do not have the “support of the local community”

18.5.3. That any wording on the Poll voting form is clear and not open to misinterpretation and must be a simple question such as “Do you support the transfer of assets proposal?” with a simple YES or NO answer

**Please note the following:**

1. Parish and community polls

Schedule 12 of the Local Government Act 1972 provides that “a poll may be demanded before the conclusion of a parish meeting [or community meeting in Wales] on any question arising at the meeting”<sup>16</sup> Such a poll is **advisory** and the result is **not** binding on the parish or community council.

19. Planning - to note the consultation responses from the Planning Committee

20. Correspondence/Literature – see Appendix A for full list of correspondence received

21. Dates of next meetings

Jakki Henderson  
Clerk to Beer Parish Council

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**Date of next meeting: 8 June 2022**

<sup>16</sup> For England, see the *Local Government Act 1972*, Schedule 12 paragraph 18(4). For Wales, see the *Local Government Act 1972*, Schedule 12 paragraph 34(4).

