

Beer Parish Council

4 January 2023

To all Councillors

You are summoned to attend the **Parish Council meeting** that will be held at The Mariners Hall, Balcony Room, Beer on **Wednesday 10th January at 7.00 pm**. 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. Meetings are recorded to aid the production of the minutes and are deleted once no longer required.

Members of the public are advised to contact the Clerk in advance of the meeting if they wish to speak at the meeting.

-----Agenda-----

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. Public Participation.
5. To receive an update from the Events & Promotions Co-ordinator.
6. Police: to receive the report.
7. To consider and approve the minutes of the Parish Council Meeting held on 13th December 2023.
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 monthly bank reconciliations to the end of December 2023, to be checked by Chair.
- 9.2 To receive monthly Alpha software reports for December 2023.
- 9.3 To approve the schedule of payments for January 2024 (please note this may be subject to change up to the day of the meeting).

10. Policies & Procedures

- 10.1 To formally approve the updated job description for the Events and Promotions Co-Ordinator.
- 10.2 To formally adopt the Parish Councils Disciplinary & Grievance Policy & Procedures.

11. Environment and Community Portfolio

- 11.1 To receive an update on Berry Hill.
- 11.2 To discuss the weeds at the Central Car Park.
- 11.3 To discuss fencing and the zip wire at Ashill Play Park.
- 11.4 To address any public concerns regarding the Jubilee Play Park.
- 11.5 To discuss and implement a Beer PC generic Health and Safety policy document to cover any events that the Council run or are run by a third party organisation on Beer PC property. This is to also, include event specific risk assessments and instructions to mitigate those risks.
- 11.6 To discuss the Community Christmas Tree.

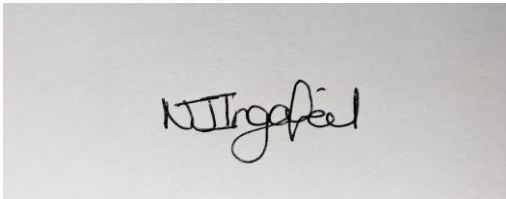
12. EDDC Asset Transfer

- 12.1 Clerk to confirm EDDC Asset Transfer submission.

13. Correspondence – See word document for full list of correspondence.

14. To note next date of tabletop sale: 23rd March 2024

15. Date of next meeting: Wednesday 14th February 2024.

A rectangular box containing a handwritten signature in black ink. The signature appears to be 'Nicky Ingarfield' written in a cursive style.

Mrs Nicky Ingarfield

Clerk to Beer Parish Council

Contact: Mariners' Hall, Fore Street, Beer, Devon EX12 3JB

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