

Beer Parish Council

5th June 2024

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 12th June 2024 at 7pm**. 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-----

Newsletter: Cllr S Reeve

1. Apologies: To receive apologies and approve 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. Police: to receive the report.
6. To consider and approve the minutes of the Annual General Meeting on the 8th May 2024.
7. To consider and approve the minutes of the Parish Meeting on the 10th April 2024.
8. Presentation by Chris Khan re Community resilience and Emergency Planning and approve the Risk Assessment for BERT training.
9. EDDC and DCC Cllrs: to discuss reports already submitted and consider matters for the attention of EDDC/DCC reps.

10. Events and Promotions:

10.1 To receive an update on June's Beer Eats event

10.2 To receive an update on the Cream Tea and Beacon for D-Day remembrance

11. Annual Governance and Accountability Return 2023/24

11.1 To discuss the findings from the Auditors Report

11.2 To note the Annual Audit Report 2023/23

11.3 To approve the Annual Governance Statement, to be signed by the Chairman & RFO

11.4 To approve the Annual Accounting Statement, to be signed by the Chairman & RFO

11.5 To note the period for the Exercise of Public Rights

12. Financial Report

12.1 To approve the monthly bank reconciliations to the end of May 2024

12.2 To receive monthly Alpha software reports for May 2024.

12.3 To approve the schedule of payments for June 2024 (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.

12.4 To review the annual direct debits for the upcoming year, to be signed by the Chairman & RFO

12.5 To review and approve the Financial Reserves addition to the Standing Orders.

13. Policies & Procedures

13.1 Update on the Village Design Statement

13.2 To review the following polices: Privacy Notice, Publication scheme, Data Protection Policy and Subject access request Policy

13.3 To receive an update on the Gov.uk emails for all Councillors

13.4 To receive an update on the workman's health and safety documents and advice from Streetscene

13.5 To review the Assets & Property Terms of Reference

14. Environment and Community Portfolio

14.1 To discuss the Coach Friendly Status email

14.2 To receive an update on the defibrillator

14.3 To receive feedback from the Community meeting regarding the NYE Fireworks

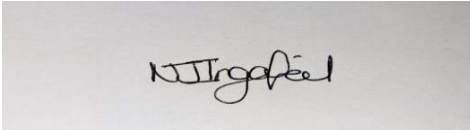
15. Community & Tourism Group

To receive feedback from the Community & Tourism Group meeting.

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

17. To note next date of tabletop sale:

Date of next meeting: Full Council: Wednesday 10th July 2024

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

Mrs Nicky Ingarfield

Clerk to Beer Parish Council
Contact: Mariners' Hall, Fore Street, Beer, Devon, EX12 3JB
Tel: 0781 452 1538
beerparishcouncil@outlook.com
www.beerparishcouncil.org.uk