

Beer Parish Council

3 May 2023

To all Councillors

You are summoned to attend the **Parish Council meeting** that will be held at The Mariners Hall, Beer on **Wednesday 10th May 2023**. 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. Please note meetings are recorded to aid minute taking and deleted as soon as is practicable.

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. Election of Chair as the first formal business of the meeting.**
- 2. To receive the Declaration of Acceptance of Office of the Chairman.**
- 3. Election of Vice-Chair.**
- 4. All Councillors present to sign the Declaration of Acceptance of Office as a Parish Councillor.**
- 5. Apologies and reasons for absence.**
- 6. Public participation.**
- 7. 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.**
- 8. Items to be dealt with after the public, including the press have been excluded.**

Agenda Item 21 is a Part B item.

PART B Under the provisions of the Public Bodies (Admission to Meetings) Act 1960, as amended by Local Government Act 1972, the public (including the press) be excluded from the meeting for item 4, as publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be discussed.

- 9. To consider and approve the of minutes of the Parish Council Meeting held on 12th April 2023.**
- 10. To receive the Police report.**

11. EDDC and DCC Cllrs – Receive reports including the the handover report from Cllr Pook and welcome the new EDDC Cllr.

12. Approve the calendar of meeting dates for the upcoming year.

13. To discuss and approve the Councils organisational structure and note all their Terms of Reference:

Agree Chair and membership of the following: Planning Committee, Financial & General Purpose Committee, Staff Committee, Staffing Sub Committee, Environment & Community Portfolio, Events & Promotions Portfolio, Assets & Property Portfolio, maintenance/checking of Defibrillator, road closures, potholes.

Financial report

- 13.1 To approve the monthly bank reconciliation to the end of April 2023
- 13.2 To receive monthly Alpha software reports.
- 13.3 To approve the schedule of payments for May 2023 N.B Other payments may arise for approval.
- 13.4 To approve the charges for the Jubilee to be charges out for ½ a day and a full day.
- 13.5 To propose and approve an additional charge for electricity usage on the Jubilee.
- 13.6 To approve Clerk submitting an expression of interest form for CILCA training of £300 + VAT
- 13.7 To receive and approve the Annual Internal Audit 2022/23
- 13.8 To receive and approve the Annual Accounts for 2022/23
- 13.9 To receive and approve the External Audit Annual Governance Statement for 2022/23
- 13.10 To receive and approve the External Audit Accounting Statements 2022/23
- 13.11 To review the Council's expenditure under section s.137 of the local Government Act 1972.
- 13.12 To review the asset register
- 13.13 To review the insurance documents
- 13.14 To review Standing Orders and Financial Regulations

14. To receive Parish Council Surgery report & note date of next meeting: 17th June 2023

15 Environment & Community Portfolio

- 15.1 To receive an update on Traffic Survey and set a date for meeting with rep from the school.
- 15.2 To receive an update on The Jubilee
- 15.3 To receive an update on Peazen Plats
- 15.4 To discuss new more robust matting on the beach.

16 EDDC Asset Transfer

- 16.1 To approve a second Parish Meeting to call a Parish Poll on 17th June 2023
- 16.2 To approve the AT working groups request to buy two footfall counters (£100 - £200 each) for the public toilets to obtain the following information:
 - see how much they are used.
 - see if the refurbishment should have a skew towards ladies/males in sq. foot.
 - if taken on, we can determine how much we could charge per person to cover the costs on a standalone or contribution basis.
 - There could be other uses/assets where it could be useful / rented out?

17 Assets & Property Portfolio

- 17.1 To review and approve quote for lineage at Townsend Coach Park
- 17.2 To discuss the wall at Townsend Coach Park and seek approval of obtaining quotes for repair.
- 17.3 To receive an update on Ashill Playpark following the items raised on the report.

18 In light of new councillors to review the following documents: Terms of Reference for all Committees and Portfolios.

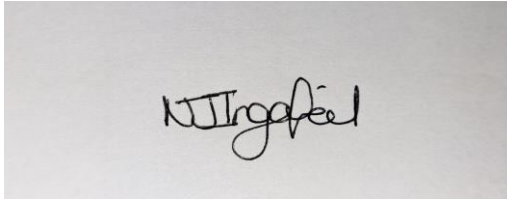
19 Events and promotions – to receive an update

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

21 Update on Insurance Claim.

22 Date of next meeting: 14th June 2023

Full Council, 7.30pm 14th June 2023

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

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