

Beer Parish Council – Minutes

The Parish Council Meeting was held on **Wednesday 10th June 2026**, copies of minutes and reports are available on request.

Present: Cllr M Shobbrook
Cllr M Westlake

Cllr K Stevens
Cllr S Whitelock

Cllr T Stevens
Cllr M Finney

Minutes were taken by the Clerk: Mrs Tess Nishino

- 1. Apologies and reasons for absence:** Cllr C Arnold sent her apologies due to family commitments, and Cllr J Heath apologies due to travel.
- 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:** none declared.
- 3. To agree any items to be dealt with after the public, including the press, have been excluded:** there are none.
- 4. Public Participation:** no public present.
- 5. To consider and approve the minutes of the Parish Council Meeting held on 13th May 2026:**
The Council agreed the minutes were a true reflection of the meeting. Proposed Cllr M Shobbrook, seconded Cllr K Stevens, resolved all in favour. The minutes were signed and initialled on each page by the Chair.
- 6. EDDC and DCC Cllrs: to discuss reports already submitted and consider matters for the attention of EDDC/DCC Reps:** no reports this month.
- 7. To consider what to do about the fence between 1 Townsend and the land adjacent to the Coach Park:** Councillors noted that the triangle of land between Townsend Coach Park and 1 Townsend is owned by the Parish Council. It was noted that the wooden panel fence that needs replacing has, on previous occasions, blown down in the wind. Options for fencing were discussed. It was decided that the Parish Council will erect a post and wire fence, which will be less prone to wind damage, but have no objection to the owner of 1 Townsend erecting another fence adjacent to it. Proposed Cllr K Stevens, seconded Cllr M Westlake, resolved all in favour. Before work to commence, Clerk to contact the electricity company to confirm the positioning of the subterranean wires and any easements on the land.
- 8. To receive an update on the new Village Website:** The new village website is ready to launch and should go live in the next couple of weeks. It was decided to go with a monthly support plan to keep the backend up to date. Proposed Cllr M Shobbrook, seconded Cllr M Finney, resolved all in favour.
- 9. To receive an update to the investigation following a resident's noise complaint regarding the Bottleman lorry at Townsend Coach Park:** The noise level report was noted and Councillors agreed that with a DbA at 10m comparable to a household fridge (55DbA), the noise was not an issue. It was decided that the Parish Council is not responsible for ensuring whether or not Bottleman is complying with their operator's licence, and it was proposed by Cllr K Stevens that Bottleman should be allowed to continue using Townsend Coach Park. Seconded by Cllr M Shobbrook and resolved all in favour.

10. To consider the proposed response to the Mariners' Hall Committee Chair regarding finding a permanent solution for the wall behind the Mariners' Hall: The Council took necessary actions to ensure the Mariners' Hall could remain operational, and hope that the repairs to the wall will be covered by the Mariners' Hall Management Committee's insurance. Cllr T Stevens to make the suggested edits to the proposed letter, which Cllr M Finney will refine.

11. To receive an update on the registration of the MH with Land Registry: Cllr M Shobbrook was passed the documents from the solicitors and will advance the procedure.

12. Financial Report

- 12.1. To approve the monthly bank reconciliations to the end of April 2026:** approved
- 12.2. To receive monthly Alpha software reports for April 2026:** noted with no questions
- 12.3. To approve the schedule of payments for April 2026 (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:** All payments were approved and invoices checked and initialled by Cllr T Stevens.
- 12.4. Clerk's report on Urgent Decisions since the last meeting:** none
- 12.5. To consider, approve, and sign the Annual Governance Statement (section 1 of AGAR):** the document was considered, approved, and signed by the Chair and Clerk.
- 12.6. To note the "no" response and explanation:** noted
- 12.7. To consider, approve, and sign the Accounting Statements (section 2 of AGAR):** section 2 was considered, approved and signed by the Chair.
- 12.8. To note the explanation of differences and bank reconciliation pro-forma for submission to PKF Littlejohn:** noted
- 12.9. To note the provision of the exercise of public rights:** noted
- 12.10. To note the internal auditors report:** noted

13. Policies and Procedures

- 13.1. To review the Subject Access Request Policy:** the policy was approved with no significant changes. Proposed Cllr M Westlake, seconded Cllr S Whitelock, resolved all in favour.

14. Environment and Community

- 14.1. To consider in which cases to apply the gazebo rental charge:** it was decided that Beer based businesses and charities should be permitted to rent the gazebos free of charge for events that benefit the village. Clerk to reach out to Beer Buggies and offer a refund for their gazebo hire. Proposed Cllr M Westlake, seconded Cllr K Stevens, resolved all in favour.
- 14.2. To receive an update on the Old Chapel, Beer:** It was reported that charity approval this year is looking unlikely and as grants cannot be applied for until charity status has been granted, they are continuing for now with self-funding. Electricity must wait for the end of nesting season so that the trees can be cut in preparation. The first fund-raising event at the Old Chapel is to be held on 21st June at 4pm.
- 14.3. To discuss progress of survey on drains, potholes, and infrastructure in Beer:** one of the big potholes on Court Barton Hill has been repaired, but there are concerns that the road is not safe with the number of potholes. Clerk to notify DCC Highways. The sink hole in front of the Mariners' Hall is sinking by the day, despite recent patching. Clerk to inform DCC Highways.
- 14.4. To receive an update on Ashill Play Park Bottom gate:** Cllr T Stevens is sourcing the gate.
- 14.5. To receive an update on actions taken at Ash Hill Playpark following the annual safety inspection report, and consider next steps:** The hydraulic gate closure has been obtained and will be installed in the near future. New signage, as advised by the playpark annual inspection, will be ordered.

- 14.6. To receive an update on the BERT working group: no changes to report
- 14.7. To receive an update from the inter-Parish working group for the potential nutrient reprocessing plan: no news from Branscombe

15. Correspondence – See word document for full list of correspondence: noted

16. Police: Link to the police page shared prior to the meeting: noted

17. To note next date of tabletop sale on 27th June 2026: noted

Date of next meetings: Full Council Wednesday 7pm 8th July 2026.

Signed: Cllr T Stevens

Date: