

BERE FERRERS PARISH COUNCIL

At a meeting of the Finance and General Purposes Committee meeting held in the Council Chambers on Tuesday 19th May 2026 at 7.30 pm.

Present:

Cllr. P. Crozier Chair of the Committee
Cllr. B. Lamb Cllr. R. Leithall
Cllr. V. Grose Cllr. R. Maycock

42. Apologies

Cllr. P. Dennis and Cllr. C. Shaw sent their apologies. Accepted by the Committee.

43. Declaration of Interest

none

44. Notification of items for information at the discretion of the Chair. No action can be taken on these items

Cllr. Grose stated that a member of the public had commented to her that the Annual Parish Meeting had been very good, but expressed concern regarding the Parish Council's relationship with the Youth Club. Cllr. Grose did explained that the Council had provided grants to the Club in the past, and that members of the group and the Youth Leader had previously attended Council meetings. It was discussed that the Parish Council is unfortunately unable to provide large sums of funding to the Club, but there are other avenues that may be available to the Club, in order to obtain further funding support.

There are also two further potential members interested in joining the Sports Committee: one individual from the Youth Club, who has a history and keen interest in women's football, and the local pharmacist who is keen to establish a cricket team within the village.

45. Matters arising from the meeting held on the 21st April 2026

The minutes have been adopted and approved at the Full Council meeting held on 28th April 2026

Matters Arising

Min 674

The container is due to be moved to next the Cemetery Hut w/c 1st June.

Min. 675 (604 (540(471))

Cllr. Leithall had drafted the addendum to the right of way deed for the Doctor's Surgery. Following discussion, all agreed that the document did not require being sent to a solicitor for action and that the Council should instead send it directly to the Surgery for their review and signing.

Min. 675 (610)

The Clerk was asked to obtain a quotation from the contractor for cutting the Orchard area at the Bere Ferrers Recreational Field. All agreed that, should the quotation be less than £100, the contractor be instructed to undertake the work going forward. The Clerk was also asked to request that the grass at the Bere Alston Recreational Field be cut slightly shorter.

Min. 677

The Clerk was asked to again write to the individual with the outstanding wayleave fee, requesting payment and stating that, should payment not be received within 14 days, the Council will assume that the licence is no longer required and will treat the arrangement as discontinued.

Min 684

The Clerk stated that there was no legal requirement on how often PAC testing is required, but recommended as it was last done in 2023, it be budgeted to be undertaken in the 2027-28 financial year. All agreed.

Min 685

After discussions it was agreed by all to erect a sign at the Memorial garden asking people to respect the area.

46. To accept the May 2026 accounts for payment

All proposed approval for all payments.

47. To accept the F & G.P Detailed Receipt and Payment report ending 30th April 2026

After review, the Clerk was asked to seek clarification from Beregen regarding the amount paid for the refuse collection, as there appeared to have been a significant increase in the collection cost.

48. To accept the bank reconciliation ending 30th April 2026

Cllr. Maycock proposed to accept the report, seconded by Cllr. Lamb. All in agreement.

49. Review Council's Bank Mandate

After review all agreed to approve and adopt the Bank Mandate document.

It was noted that Cllr. Leithall needs to be readded to Bankline.

50. Review of Committee's Terms of Reference

After discussion, it was agreed to amend item 11 to include all CCTV systems, currently the Parish Hall and Cemetery Hut. Further discussions took place regarding item 9, specifically the Committee's responsibility for staffing matters and the appointment of the HR Committee. It was agreed that the Council's Standing Orders should be reviewed for clarification, and the matter deferred to the next F & GP Committee meeting for further discussion.

51. Discuss and consider purchasing an Evacuation Chair for the Council Office

Cllr. Dennis has advised via email that the chair would cost approximately £1,000 excluding VAT. He noted that there could be difficulties if trained individuals were not present in the building when the equipment was required. Cllr. Dennis therefore suggested that the Council consult the local Fire Station for further advice and to ascertain whether it was required. All agreed. The Clerk to action.

52. Update on Parish Hall doors

Cllr. Dennis, via email, stated that after reading the supplier's emails, he understood that the doors can be locked and unlocked using the cylinder key, rather than a screwdriver, to deactivate and activate the paddle mechanism. Regular hirers appear to be able to lock and unlock the doors, having been issued with instructions. Cllr. Dennis advised that, should Councillors require a demo; to let him know. He was therefore be happy to sign the work off. It was discussed that further information was required from Cllr. Dennis to confirm whether the door ordered meets the original specification requested.

53. Update on Parish Hall Lease Extension

Cllr. Leithall has drafted a letter to be sent to the Council's Solicitor. The Clerk to forward on.

54. Discuss and consider implementing parking restrictions within the Parish Hall carpark

Letters have been placed on vans that continue to park in the car park, but this has had no effect, and they are still parking there. Should the Council now implement parking enforcement?

After discussion, it was agreed that letters be sent again to persistent offenders stating that they must adhere to the parking restrictions, i.e. no vans or motorhomes, and that if there is no further improvement, the Council will seek legal advice.

55. Consider a donation to the WI for providing refreshments at the Annual Parish Meeting held on 9th May 2026

After discussion, Cllr. Leithall proposed a donation of £30, seconded by Cllr. Maycock. All in favour.

56. Correspondence

1. Email from the Chair of the Carnival Committee:
'Thank you and the council again for the use of our village recreation field and amenities. We had a good check of the field before and after our events so that hopefully there will be no complaints. (During our pre-event clean-up we did find a lot of dog's mess (I personally collected over 20 bits) not sure how the parish council can deal with this, it is such a shame. Looking forward to the council's carnival entry next year.'

After discussions it was agreed to put on the Full Council agenda for further discussion.

2. An email from a member of the public who recently attended the parish meeting, who would like to offer their support for the new pavilion by way of a fundraising feast in the village hall. They live and work in Bere Alston as a freelance chef running pop up feasting events on the peninsula and would love to talk someone about how this could work.

The Clerk to forward information to Cllr. Lamb, who will contact the Individual to discuss further.

3. Email from Cllr. Dennis, who wished to highlight to the Council that a photograph of graffiti on the bus shelter at Lockeridge Road had been posted on Facebook. Thankfully, due to the quick thinking of local residents, the graffiti was promptly removed.

The Council also wished to express its thanks to the individuals for their quick thinking in having it removed.

57. Agenda items for the next meeting

1. Consider purchase of evacuation chair for the Council Office.
2. HR Committee.
3. Committee's Terms of Reference.

58. Questions from the public, at the discretion of the Chair

There were no members of the public present. There being no further business, the Chair thanked members for attending the meeting and declared the meeting closed at 9.00 pm

Signed by the Chair

Dated 26th May 2026