



Beaminster Town Council

Minutes of the Annual Council meeting held on Tuesday 24th May 2022 in the Skyrm Room commencing at 7.00pm.

2691 Members present: Cllr Beswarick, Cllr Biggs, Cllr Mrs Brown, Cllr Cheeseman, Cllr Corbett, Cllr Drinnan, Cllr Monks and Cllr Turner; also the Town Clerk.

2692 APOLOGIES FOR ABSENCE:

Apologies for absence were received from Cllr Body, Cllr Dawkins and Cllr Langridge; also Dorset Councillor Mrs R Knox.

2693 ELECTION OF CHAIRMAN

Cllr Monks was proposed by Cllr Cheeseman, seconded by Cllr Mrs Brown.

There being no other nominations Cllr Monks was duly elected Chairman for the ensuing year. Cllr Monks duly signed the Declaration of Acceptance of Office of Chairman.

2694 ELECTION OF VICE-CHAIRMAN

Cllr Cheeseman was proposed by Cllr Turner, seconded by Cllr Corbett.

There being no other nominations Cllr Cheeseman was duly elected Vice Chairman for the ensuing year.

2695 DECLARATIONS OF INTEREST & DISPENSATIONS

No declarations were received.

2696 MINUTES OF THE COUNCIL MEETING HELD ON 22ND MARCH 2022

The minutes of the Council meeting held on 22nd March 2022 having previously been circulated were confirmed and signed as a correct record.

2697 PLANNING ADVISORY & HIGHWAYS COMMITTEE

RESOLVED the following members be appointed to serve on the Planning Advisory & Highways Committee for the ensuing year – all members of the Town Council.

2698 TOWN AMENITIES COMMITTEE

RESOLVED the following members be appointed to serve on the Town Amenities Committee for the ensuing year –

- Chairman – ex officio
- Vice Chairman – ex officio
- Cllr Beswarick
- Cllr Dawkins
- Cllr Drinnan
- Cllr Langridge
- Cllr Turner
- Mr S Nikolov – Head Groundsman/Maintenance Manager
- Mr M Camps - Groundsman
- Representative from Beaminster Cricket Club
- Representative from Beaminster Football Club
- Representative from Allotment Association

2699 FINANCE & GENERAL PURPOSES COMMITTEE

RESOLVED the following members be appointed to serve on the Finance & General Purposes Committee for the ensuing year –

- Chairman – ex officio
- Vice Chairman – ex officio
- Cllr Beswarick
- Cllr Body
- Cllr Dawkins
- Cllr Drinnan
- Cllr Langridge
- Cllr Turner

2700 CHRISTMAS LIGHTS COMMITTEE

RESOLVED the following members be appointed to serve on the Christmas Lights Committee for the ensuing year –

- Chairman – ex officio
- Vice Chairman – ex officio
- Cllr Corbett
- Cllr Mrs Goode
- Cllr Langridge
- Cllr Turner
- Mr C Powell
- Representative from Beaminster School PTA
- Representative from Prout Bridge Project

2701 PUBLIC HALL WORKING PARTY

RESOLVED the following members be appointed to serve on the Public Hall Working Party for the ensuing year –

- Chairman – ex officio
- Vice Chairman – ex officio
- Cllr Beswarick
- Cllr Body
- Cllr Drinnan
- Cllr Langridge
- Cllr Turner
- Mrs S Pearce – Assistant Town Clerk
- Mrs K Crabb – Public Hall Caretaker
- Mr S Nikolov – Head Groundsman/Maintenance Manager

2702 BEAMINSTER ACTIVITY AREA DEVELOPMENT (BAAD) COMMITTEE

RESOLVED following completion of both the Children's Play Area and the Skate Park projects the Committee be disbanded.

2703 COMMUNITY ENGAGEMENT COMMITTEE

RESOLVED the following members be appointed to serve on the Community engagement Committee for the ensuing year –

- Chairman – ex officio
- Vice Chairman – ex officio
- Cllr Beswarick
- Cllr Corbett
- Cllr Mrs Goode
- Cllr Turner
- Mr D Faulkner
- Mrs S Pearce – Assistant Town Clerk

2704 COMMUNITY RESILIENCE COMMITTEE

RESOLVED the following members be appointed to serve on the Community Resilience Committee for the ensuing year –

- Chairman – ex officio
- Vice Chairman – ex officio
- Cllr Biggs
- Cllr Turner
- Mr T Langdon
- Mrs S Pearce – Assistant Town Clerk

2705 APPOINTMENTS TO OUTSIDE BODIES

RESOLVED the following Liaison Officers be appointed for the ensuing year:-

- **Ancient Monuments** – Cllr Corbett
- **Crime Prevention** – Cllr Dawkins
- **Public Transport** – Cllr Turner
- **Right of Way** - vacant
- **Community Resilience** – Cllr R Cheeseman and Mrs S Pearce
- **Tree Warden** – to be appointed from the Eco Group

Cllr Beswarick joined the meeting at this point.

RESOLVED the following appointments to outside bodies:-

- **Allotment Association** – Cllr Monks
- **Axe Valley and West Dorset Ring & Ride** – Cllr Turner
- **Beaminster Community Centre Partnership** – Cllr Mrs Goode
- **Beaminster & District Twinning Association** – Cllr Monks
- **Beaminster Earth Alliance** – Cllr Monks
- **Beaminster Pre-school** – Cllr Dawkins
- **Bridport CAB** – vacant subject to clarification
- **DAPTC** – Cllr Langridge and Cllr Turner
- **Prout Bridge Project** – Cllrs Mrs Goode and Biggs
- **South & West Dorset Broadcasting Group** – Cllr Beswarick

2706 REVIEW OF COUNCIL POLICIES

Members had previously been circulated with copies of the following policies for review:

(a) Standing Orders

RESOLVED to **ADOPT** Standing Orders with no amendments.

- (b) **Financial Regulations**
RESOLVED to **ADOPT** Financial Regulations with no amendments.
- (c) **Freedom of Information**
RESOLVED to **ADOPT** Freedom of Information Policy with no amendments
- (d) **Health & Safety**
AGREED to amend the Policy to include Council's liabilities and refer to Council for adoption at the next appropriate meeting.
- (e) **Equal Opportunities**
AGREED to amend to include an anti-slavery statement and refer to Council for adoption at the next appropriate meeting.
- (f) **Child Protection**
AGREED to amend to include regular training for staff and refer to Council for adoption at the next appropriate meeting.
- (g) **Risk Management**
NOTED pending review by Councillor Biggs and refer to Council for adoption at the next appropriate meeting.
- (h) **Code of Practice for Handling Complaints**
RESOLVED to **ADOPT** Code of Practice for Handling Complaints with no amendments
- (i) **Public Hall Hire charges – regular hirer's policy**
RESOLVED to **ADOPT** Public Hall Hire charges regular hirer policy with no amendments.

2707 TERMS OF REFERENCE FOR STANDING COMMITTEES

- (a) **Planning Advisory & Highways Committee**
Members had previously been circulated with the Terms of Reference for the Planning Advisory & Highways Committee, **RESOLVED** to **ADOPT** with no amendments.
- (b) **Town Amenities Committee**
Members had previously been circulated with the Terms of Reference for the Town Amenities Committee, **RESOLVED** to **ADOPT** with no amendments.
- (c) **Finance & General Purposes Committee**
Members had previously been circulated with the Terms of Reference for the Finance & General Purposes Committee, **RESOLVED** to amend the objective to read "The Finance & General Purposes Committee is constituted as a Standing Committee of Beaminster Town Council to facilitate and improve the financial control and accountability for the Council's financial procedures and delegated full financial control of the Council's activities" and **ADOPT**.
- (d) **Christmas Lights Committee**
Members had previously been circulated with the Terms of Reference for the Christmas Lights Committee, **RESOLVED** to **ADOPT** with no amendments.

(e) Community Engagement Committee

Members had previously been circulated with the Terms of Reference for the Community Engagement Committee, **RESOLVED** to **ADOPT** with no amendments.

(f) Climate & Long-term Resilience Committee

Members had previously been circulated with the Terms of Reference for the Climate & Long-term Resilience Committee, **RESOLVED** to **ADOPT** with no Amendments.

2708 ASSET REGISTER

Members had previously been circulated with the detail of the Council's Asset Register at 31st March 2022. **RESOLVED** to refer the asset register to the next Finance & General Purposes Committee for review.

2709 INSURANCE COVER

RESOLVED to refer the insurance schedule to the next Finance & General Purposes Committee for review prior to renewal in August 2022.

Cllr Turner declared an interest in the following item and did not partake in discussion or vote.

2710 CB3 FARES FOR 2022/23

Members had previously been circulated with the details of the current bus fares **RESOLVED** to **ADOPT** the fares for 2022/23 with no amendments. (attached)

2711 COUNCIL'S AND EMPLOYEE'S MEMBERSHIPS OF OTHER BODIES

Members **RESOLVED** membership of the DAPTC and SLCC for the ensuing year.

2712 MEETING

The meeting which started at 7.00pm closed at 8.05pm.

CHAIRMAN
26th July 2022

