



Beaminster Town Council

## FINANCE & GENERAL PURPOSES COMMITTEE

Minutes of the Finance & General Purposes Committee meeting in the Skyrm Room on Tuesday 23<sup>rd</sup> August 2022 at 7.00pm.

**586 PRESENT:** Cllr Drinnan (Chairman), Cllr Body, Cllr Cheeseman, Cllr Dawkins and Cllr Turner; also the Town Clerk.

**587 APOLOGIES FOR ABSENCE:**

Apologies for absence were received from Cllr Beswarick, Cllr Biggs, Cllr Goode, Cllr Langridge and Cllr Monks.

**588 MINUTES OF THE FINANCE & GENERAL PURPOSES COMMITTEE MEETING HELD ON 28<sup>TH</sup> JUNE 2022**

The minutes of the Finance & General Purposes Committee meeting held on 28<sup>th</sup> June 2022 having been circulated were confirmed a correct record and signed by the Chairman.

In response to a question regarding a staffing issue the Town Clerk confirmed a staff meeting would be scheduled to take place in September.

**589 DECLARATIONS OF INTEREST & DISPENSATIONS**

No declarations were received.

**590 PAYMENTS & RECIEPTS**

Members were tabled with the details of payments for the month of August 2022 including cheque numbers 105624 to 105634, direct debits and bank payments totalling £16,427.37 including cheque number 100021 from the CB3 account together with receipts received in the sum of £7,149.96, a copy of which are attached. Members **RESOLVED** adoption and payment as presented.

**591 BUDGET COMPARISON**

**(a) Actual Year to Date against Budget**

Members had previously been circulated with a copy of the year to date figures as at 31<sup>st</sup> July 2022. The Chairman took members through the budget page by page no financial issues were raised for discussion.

Cllr Drinnan advised he had sourced a possible funding stream to assist with the costs associated with adopting a Neighbourhood Plan.

Members **AGREED** to release the annual grant to the Prout Bridge Project in the sum of £5,000.

SID – the Town Clerk to ascertain whether the device collected data in respect of traffic speeds.

Cllr Dawkins joined the meeting at this point.

**592 BUDGET REVIEW PROCESS**

Members **NOTED** Standing Committee chairmen had been asked to undertake an initial budget review prior to discussion at the next cycle of Committee meetings with a view to reporting back to this committee in October.

Standing Committees had also been asked to consider and put forward future projects for discussion based on a priority ranging from urgent 2022/23 to long term 2025/2030.

**593 REVIEW OF THE COUNCIL'S CONTRACTS**

In response to the current financial climate members **RESOLVED** to undertake a review of its current contracts in respect of:

- Tradespeople
- Telephone services
- IT services
- Website / Marketing support

**594 REVIEW OF COUNCIL'S INSURANCE RENEWAL SCHEDULE**

Members had previously been circulated with a copy of the Insurance Renewal Schedule for 2022/2023, together with current sums insured for comparison. Insured values were **NOTED** and **APPROVED**

Members however, expressed concern with regard to the premium increase in excess of 50%.

**595 PROPOSALS FOR DAPTC AGM**

In the absence of Cllr Monks no proposal had been put forward for consideration in respect of formula's used to calculate funding for rural areas.

Cllr Turner advised he had not had the opportunity to put together a proposal with regard to legislation for the inclusion of ECO measure in all future development planning applications however the item would be placed on the agenda for the next Planning Advisory & Highways Committee meeting for discussion.

**596 CORRESPONDENCE**

- (a) **Bridport & District CAB** – members **NOTED** a letter of appreciation for the continued financial support of the Beaminster Outreach Service.
- (b) **Scutem West Ltd** – members **NOTED** the transfer of the maintenance contract in respect of the CCTV equipment in the Memorial Playing Field following the installation contractor's change in circumstances.

**597 DATE OF NEXT MEETING**

The date of the next Finance & General Purposes Committee meeting set for Tuesday 25<sup>th</sup> October 2022.

**598 PUBLIC BODIES (Admission to meeting) Act 1960**

To **RESOLVE** that public and press be excluded from the meeting whilst discussion takes place on the following items on the grounds that publicity would be prejudicial to the public interest by reason of the confidential nature of business to be transacted in respect of consideration of estimates received.

**599 PUBLIC HALL TOILETS**

Members had previously been circulated with a copy of the Town Clerk's confidential report detailing the estimates received.

Members **RESOLVED** to accept the estimates submitted by Guy Crabb Heating & Plumbing and Edmonds Flooring in the total sum of £13,551, however due to damage following a water leak the repair work to the ladies toilets would take priority.

Following acceptance of the estimates the Town Clerk would now finalise the insurance claim.

**600 MEETING**

The meeting which started at 7.00pm closed at 8.30pm.

Chairman  
25<sup>th</sup> October 2022

**BEAMINSTER TOWN COUNCIL - AUGUST 2022  
RECEIPTS AND PAYMENTS**

**PAYMENTS**

D/D	Andrews & Arnold	Domain name registration - August 2022	6.00
D/D	Avantigas	Gas supplies	77.80
D/D	BT	Telephone charges - Council office	26.29
D/D	Concorde	Photocopies	44.26
D/D	Dorset Waste Partnership	Wheelee bins - June	157.04
D/D	Dorset Waste Partnership	Wheelee bins - July	109.44
D/D	Ecotricity	Gas supplies	24.48
D/D	HSBC	Bank charges - Council account - July	53.36
D/D	HSBC	Bank charges - CB3 account - July	21.61
D/D	Lex autolease	Lease payment - vehicle	388.75
D/D	NOW Pensions	Pension administration fee - August	24.00
D/D	NOW Pensions	Pension contributions - July	574.27
D/D	O2	Enforcement Officer Mobile phone - July	15.72
D/D	O2	CB3 Mobile phone - July	11.42
D/D	UK Fuels	Fuel card charges & CB3 Fuel	95.73
D/D	UK Fuels	Fuel card charges & CB3 Fuel	112.39
D/D	UK Fuels	Fuel card charges, CB3 Fuel and machine fuel	142.95
D/D	UK Fuels	Fuel card charge & CB3 Fuel	112.92
D/D	Vanarama	GAP insurance - vehicle	280.00
D/D	Vanarama	Initial payment - Van Service Plan	299.04
D/D	VPW Systems UK	Fixed wireless broadband (quarterly charge)	145.54
D/D	VPW Systems UK	IT Business support	366.00
D/D	Water2Business	Water charges - August	109.29
D/D	Water2Business	Water charges - Cemetery	55.08
Bank Payment	Donovan Ateyo	August payroll	8,897.59
Bank Payment	Eden Enterprises	Publicity material & marketing support	115.00
105624	Complete Weed Control	Weed control - Memorial Playing Field	512.40
105625	R S Crabb	Cleaning - Public Hall - July	218.82
105626	Fowler Hire & Sales	Hire of dehumidifier	401.28
105627	James Hallam	Additional premium - Van	59.37
		<b>C/FWD</b>	<b>13,457.84</b>

**BEAMINSTER TOWN COUNCIL - AUGUST 2022  
RECEIPTS AND PAYMENTS**

105628	Larcombes	Sundry items	<b>B/FWD</b>	<b>13,457.84</b>
105629	S. Nikolov	Reimburse purchase dustbins		20.73
105630	OCD Cleaning	Contract clean public toilets/clean Public Hall		165.00
105631	L. Pithers	Window cleaning - July		1,048.00
105632	Rialtas	Omega support/maint.		30.00
105633	Tutorcare Ltd	First Aid training		774.00
105634	Dylan Ross	Website support and hosting		678.30
100021	C. Turner	Reimburse sundry items - CB3		150.00
		<b>TOTAL</b>		<u><b>16,427.37</b></u>
<b>RECEIPTS</b>				
Mrs K Crabb	Public Hall hire			545.00
Various	Jubilee flags			21.00
Donation	Queens Jubilee			40.00
NSIB	Interest			43.37
HSBC	Interest			9.74
HMRC	VAT refund			5974.74
Somerset County Council	Concessionary travel			80.00
Square	Bus ticket sales			111.00
CB3	Ticket sales & donations			325.11
	<b>TOTAL</b>			<u><b>7,149.96</b></u>

**NOTES FOR COUNCIL INFORMATION**

The above payments are approved expenditure items within existing contracts and / or the agreed budget framework. Councilors expenses having been vetted and authorised by the Chairman / Town Clerk or in the case of the Chairman's expenses, by Vice Chairman. Receipts are those from expected sources and within budget projections. Salary payment exclude s employers and employees pension contributions. Payments include VAT where applicable.  
Christine Bright, Responsible Finance Officer

Date