



Beaminster Town Council

Minutes of the Town Council meeting held on Tuesday 25th July 2023 in the Skyrm Room, Public Hall commencing at 7.00 pm.

2863 Members present – Cllr Biggs (Chairman), Cllr Beswarick, Cllr Body, Cllr Corbett, Cllr Dawkins, Cllr Goode, Cllr Gunning, Cllr Turner and Cllr Woods; also Christine Bright (Town Clerk).

Dorset Police – In the absence of a representative from Dorset Police the Town Clerk read a report received from PCSO Alex Bishop; also correspondence received from the Police & Crime Commissioner with regard to the priorities in his Police and Crime Plan that included Anti Social Behaviour.

Dorset Councillor – In the absence of Cllr Mrs Knox no report was received.

Enforcement Officer – Members had previously been circulated with a copy of the Enforcement Officers report for June/July.

2864 APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllr C Monks and Dorset Councillor Mrs Knox.

2865 DECLARATIONS OF INTEREST & DISPENSATIONS

Cllr Woods, being a friend of one of the applicants, declared a personal interest in agenda item 4. Co-option of new member of the Council and would not take part in the discussion or vote.

2866 CO-OPTION OF NEW MEMBER OF THE COUNCIL

Members had previously been circulated with two applications received for the vacant Council seat, Cllr Goode proposed the co-option of Laura Anderton, seconded by Cllr Turner and **RESOLVED**.

2867 PAYMENTS AND RECEIPTS

Payments & Receipts for the month of July 2023

Members were circulated with details of the payments made in July 2023 including cheque numbers 105813 – 105821, direct debits, bank payments including cheque no. 100045 from CB3 account totalling £18,204.50; also receipts totalling £7,631.94 (copy attached). Members **RESOLVED** adoption as presented.

2868 RESOLVE MINUTES OF FOLLOWING COMMITTEE MEETINGS

(a) Community Resilience Committee meeting held on 20th June 2023

The minutes of the Community Resilience Committee meeting held on 20th June 2023 having previously been circulated were **NOTED**.

Min. No. 41 was amended to record "Minutes of the Community Resilience meeting held on 19th January 2023"

There being no items were raised for discussion, members **RESOLVED ADOPTION.**

(b) Finance & General Purposes Committee meeting held on 27th June 2023

The minutes of the Finance & General Purposes Committee meeting held on 27th June 2023 having previously been circulated were **NOTED.**

There being no items raised for discussion, members **RESOLVED ADOPTION.**

(c) Town Amenities Committee meeting held on 18th July 2023

The minutes of the Town Amenities Committee meeting held on 18th July 2023 having previously been circulated were **NOTED.**

Min. No. 314 (b) – Beaminster Cricket Club

Members **RESOLVED** approval of the amendment to the orientation of the proposed new cricket training nets previously agreed.

Min. No. 315 – Cemetery Fees 2023/2024

Members **RESOLVED** approval of the 50% increase on all cemetery charges with the exception of the interment of cremated remains and the exclusive right of burial for cremated remains with effect from 1st September 2023.

Min. No. 322 (a) Protection of Assets

Members **RESOLVED** acceptance of the revised quotation received from John Bright Fencing for galvanised posts set at 1.4m centres in the sum of £4,650.83 + VAT

Min. No. 322 (b) Public Hall

Members **RESOLVED** acceptance of the revised quotation from O'Brien's for timber fascia's etc in the sum of £6,310.81 + VAT plus scaffolding costs subject to a satisfactory result with regard to the asbestos testing.

There being no other items raised for discussion, members **RESOLVED ADOPTION.**

2869 EXTERNAL AUITOR APPOINTMENT

The Town Clerk advised members with regard to the appointment of BDO as the Council's external auditors for 2022/2023 financial year. **RESOLVED** there would be no conflict of interests with regard to their appointment.

2870 RISK MANAGEMENT POLICY

Members had previously been circulated with a copy of the revised Risk Management Policy together with risk assessments in respect of the control of substances hazardous to health and the use of equipment and machinery.

These were in addition to the risk assessments previously updated, circulated and considered in May 2023 members **RESOLVED** the **ADOPTION** of the Risk Management Policy and all Risk Assessments as circulated with no amendments.

2871 CONSULTATION DOCUMENTS

No consultation documents had been received.

2872 CORRESPONDENCE

No significant items of correspondence had been received.

2873 PROGRESS REPORT

Members **NOTED** progress as follows:

- Refurbishment of the 'lady bugs' in the children's play area complete
- New flooring in the toilets and rear lobby of the Public Hall complete
- Coronation flags had been taken down
- Information screen had been installed at the Post Office

2874 FUTURE AGENDA ITEMS

Cllr Beswarick raised the issue of installation of solar panels on the roof of the Public Hall.

2875 DATE OF THE NEXT MEETING

The date of the next meeting was **NOTED** as Tuesday 26th September 2023.

2876 PUBLIC BODIES (Admission to meeting) Act 1960

RESOLVED to exclude public and press from the meeting whilst discussion took 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 quotations received and an outstanding debt to the Council.

2877 (a) CCTV Camera

Members considered a quotation from BEG Electrical to install a second CCTV camera at the rear of the Public Hall in the sum of £130 + VAT **RESOLVED** to accept.

Members had previously been circulated with the details of possible security concerns expressed by the Council's IT company with regard to obtaining data from the camera's together with a response from the Cllr Monks to those concerns. Members considered and **NOTED** the advice received and **AGREED** to arrange an internal meeting to consider the implications and alternatives.

(b) Replacement facias, soffits & guttering works

The Town Clerk advised, to date, the asbestos testing had not taken place. **NOTED**.

(c) Debt management

Members had previously been circulated with the Town Clerks confidential report outlining the current position with regard to a longstanding debt and its associated issues. **NOTED**, it was **RESOLVED** that it would be appropriate for the Chairman to seek further progress on this issue.

2878 MEETING

The meeting commenced at 7.00pm and closed at 8.30pm.

Chairman
26th September 2023

**BEAMINSTER TOWN COUNCIL
RECEIPTS AND PAYMENTS - JULY 2023**

PAYMENTS		
D/D	Autorama	30.42
D/D	Concorde	35.51
D/D	Dorset Waste Partnership	116.00
D/D	Ecotricity	159.83
D/D	E.on next	87.39
D/D	HSBC	30.40
D/D	HSBC	15.69
D/D	Lex Autolease	388.75
D/D	Lex Autolease	388.75
D/D	NOW Pensions	24.00
D/D	NOW Pensions	668.00
D/D	O2	30.77
D/D	Siemens Financial Services	233.90
D/D	UK Fuels	84.09
D/D	UK Fuels	4.80
D/D	UK Fuels	207.09
D/D	UK Fuels	76.11
D/D	VPW Systems	82.63
D/D	VPW Systems	36.00
D/D	VPW Systems	308.84
D/D	Water 2 Business	132.91
D/D CB3	Square	2.00
Bank Payment	Dylan Ross	150.00
Bank Payment	Dylan Ross	150.00
Bank Payment	Eden enterprises	453.50
Bank Payment	Eden enterprises	521.50
Bank Payment	NTS Platforms	600.00
Bank Payment	OCD Cleaning Services	960.00
Bank Payment	OCD Cleaning Services	80.00
Bank Payment	Donovan Ateyo	10,499.16
		C/FWD 16,558.04

	Van Service Plan	
	Photocopies	
	Wheely Bin - June	
	Electricity charges	
	Gas charges	
	Bank charges - Council	
	Bank charges - CB3	
	Vehicle lease June/July	
	Vehicle lease July/August	
	Pension admin. Fee	
	Pension contributions - June	
	Mobile phones	
	Photocopier lease	
	Fuel card charges & CB3 fuel	
	Fuel card charges	
	Fuel card charges/CB 3 and machinery fuel	
	Fuel card charges	
	Rental of Agility voicemail	
	Business support	
	Broadband	
	Water charges	
	Card charges - June	
	IT support and hosting - May	
	IT support and hosting - June	
	Social media marketing etc.	
	Social media marketing etc.	
	Hire of hydraulic platform - putting up/taking down bunting	
	Contract clean public toilets - June	
	Cleaning of Public Hall (staff on annual leave)	
	July Salaries	

**BEAMINSTER TOWN COUNCIL
RECEIPTS AND PAYMENTS - JULY 2023**

S/O	Great Guns Marketing	Rent - Office space	16,558.04
105813	A J Supplies	Toilet rolls - public toilets	540.00
105814	D. Biggs	Key for boiler room	122.40
105815	Clares Office Supplies	Office calculator	7.28
105816	K. Hussey	Health & Safety Inspection	15.43
105817	JB Studios	Photographs/drone reels for Website	130.00
105818	Larcombes of Beaminster	Playground refurb, crowns, items for ongoing maintenance in MPPF/Public Hall	300.00
105819	S. Pearce	Reimburse expenses - monarch trail	273.06
105821	L. Pithers	Window cleaning	20.00
105820	Travis Perkins	Purchase of ladder, drill bit and lock for public toilet	30.00
100045	Fry's Commercial Ltd	Stop light bulb - CB3	204.69
			3.60
			TOTAL 18,204.50
	RECEIPTS		
	Mrs K Crabb	Public Hall Hire	6,115.00
	NSIB	Interest	296.97
	A J Wakely & Son	Interment fees - late Wardzala and late Mason	315.00
	Dorset Council	Concessionary travel	350.00
	Somerset Council	Concessionary travel	80.00
	CB3	Bus fares/donations	357.97
	Square	CB3 bus fares	117.00
			TOTAL 7,631.94

NOTES FOR COUNCIL INFORMATION

The above payments are approved expenditure items within existing contracts and / or the agreed budget framework. Councillors 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 Cheque excludes employers and employees pension contributions. Payments include VAT where applicable.

Christine Bright

Responsible Finance Officer

Date