



Beaminster Town Council

Minutes of the Town Council meeting held on Tuesday 28<sup>th</sup> November 2023 in the Cowie Room, Public Hall commencing at 7.00 pm.

- 2905 Members present** – Cllr Monks (Chairman), Cllr Beswarick, Cllr Biggs, Cllr Body, Cllr Corbett, Cllr Dawkins, Cllr Goode, Cllr Gunning, Cllr Turner and Cllr Woods; also Christine Bright (Town Clerk).
- 2906 Dorset Police** – in the absence of a police representative the Town Clerk read a report submitted by PCSO Alex Bishop which advised –
- On 27<sup>th</sup> November the window of a property on North Street had been smashed, the offender using a fishing weight to throw through a pane of glass
  - There had been a number of reports from addresses in Hogshill Street relating to young people knocking doors and running away, one address had a plant pot broken. Some identifications had been made using CCTV
  - Dorset councils ASB team had assisted with continued ASB in Yarn Barton car park and Memorial Playing Field car park installing temporary CCTV to monitor the problem areas.
- 2907 Dorset Councillor** – In her absence Cllr Mrs Knox had submitted a comprehensive report to be circulated to members. Whilst he welcomed the report Cllr Turner expressed his disappointment that members were unable to ask questions of Cllr Mrs Knox.
- 2908 Enforcement Officer** – In the absence of the Enforcement Officer no report had been received.
- 2909 APOLOGIES FOR ABSENCE**  
Apologies for absence were received from Cllr Anderton.
- 2910 MINUTES OF THE TOWN COUNCIL MEETING HELD ON 26<sup>TH</sup> SEPTEMBER 2023**  
The minutes of the Town Council meeting held on 26<sup>th</sup> September 2023 having previously been circulated were confirmed and signed by the Chairman as a correct record.
- 2911 DECLARATIONS OF INTEREST & DISPENSATIONS**  
No declarations of interest or dispensations were received.
- 2912 PAYMENTS AND RECEIPTS**  
**Payments & Receipts for the month of November 2023**  
Members were circulated with details of the payments made in November 2023 including cheque numbers 105860 – 105873, direct debits, bank payments including cheque number 100048 from CB3 account totalling £30,512.70; also receipts totalling £4,792.23 (copy attached). Members **RESOLVED** adoption as presented.

## 2913 RESOLVE MINUTES OF FOLLOWING COMMITTEE MEETINGS

### (a) Community Engagement Committee meeting held on 28<sup>th</sup> September 2023

The minutes of the Community Resilience Committee meeting held on 28<sup>th</sup> September 2023 having previously been circulated were **NOTED**.

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

### (b) Finance & General Purposes Committee meeting held on 24<sup>th</sup> October 2023

The minutes of the Finance & General Purposes Committee meeting held on 24<sup>th</sup> October 2023 having previously been circulated were **NOTED**.

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

### (c) Town Amenities Committee meeting held on 21<sup>st</sup> November 2023

The minutes of the Town Amenities Committee meeting held on 21<sup>st</sup> November 2023 having previously been circulated were **NOTED**.

#### (a) Min No 328 Memorial Playing Field (e) – Football/Cricket Club representative

Members **RESOLVED** the recommendation to appoint Cllr Gunning as the Council representative on the Beaminster Community Centre Partnership.

#### (b) Min No 328 Memorial Playing Field (c) – Resurfacing of Car Park

The Town Clerk updated members on the cost of option 1 to be in the region of £1,000. **NOTED** and **AGREED**.

(c) **Min No. 332 (a), (b) and (c)** – Members **RESOLVED** the recommendations with regard to acceptance of quotations as detailed within the minutes.

## 2914 LONG TERM RESILIENCE

Members had previously been circulated with papers compiled by Cllr Biggs with regard to a Long Term Resilience Strategy that stated, the Council in putting together the document, were not necessary looking to resolve issues in terms of Long Term Resilience but to look to understand the wider solution and impacts on the community.

The document included a proposal with regard to a multi-phase approach and members were asked to consider Phase 1, information gathering with Mr Langdon leading and reporting back to the Council.

**Phase 1 - Discovery** – to ask the relevant questions and seek information regarding the identified risks and expectations upon a local authority upon a risk presenting as an issue – Data and information gathering with no challenge on solution.

**Phase 2 - Raising Concerns** – Raising council concerns against the identified gaps and proposal for gap closure. To be completed after analysis of the data/information and subject to discussion and agreement by council.

Members **RESOLVED** to authorise Mr Theo Langdon to act on behalf of the Town Council in respect of the Phase 1 proposal.

**2915 NSIB SIGNATORIES**

The Town Clerk advised the current mandate was somewhat out of date and sought authorisation for new signatories in respect of the NSIB account. **RESOLVED** signatories to be the Chairman of the Council, Vice Chairman of the Council and Chairman of the Finance & General Purposes Committee; also the Town Clerk with any two signatories for authorisation.

**2916 20MPH SPEED LIMIT APPLICATION**

Correspondence received from Dorset Council in response to the Council's application for the introduction of a 20mph speed limit suggested that to support the application it would be beneficial to undertake speed data in four locations at a cost of £875 + VAT. **RESOLVED** to proceed funded from budget heading 4076/400.

**2917 PROTOCOL FOR COUNCILLORS AND STAFF**

Members had previously been circulated with a draft protocol for councillors and staff, the purpose of the Protocol was to guide councillors and officers of the council in their relations with one another and to build and maintain good working relationships between councillors and officers as they work together. Members **RESOLVED** adoption.

**2918 CONSULTATION DOCUMENTS**

No consultation documents had been received.

**2919 CORRESPONDENCE**

No significant items of correspondence had been received.

**2920 PROGRESS REPORT**

Members **NOTED** progress as follows:

- (a) **Public Hall** – **NOTED** all works completed with the exception of the replacement guttering, fascia's etc and painting of the first floor windows which had been held over to the Spring 2024.
- (b) **Memorial Playing Field** – repairs had been undertaken to the paved paths.
- (c) **Cemetery** – emergency works had been carried to remove a fallen branch.

**2921 FUTURE AGENDA ITEMS**

No items were raised.

**2922 DATE OF THE NEXT MEETING**

The date of the next meeting was **NOTED** as Tuesday 23<sup>rd</sup> January 2024.

**2923 MEETING**

The meeting commenced at 7.00pm and closed at 8.00pm.

Chairman  
23<sup>rd</sup> January 2024

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

**PAYMENTS**

D/D	Autorama	Van Service Plan	30.42
D/D	Concorde	Photocopies	29.06
D/D	Dorset Waste Partnership	Wheely/Recycling Bins - October	78.32
D/D	Ecotricity	Electricity charges	26.08
D/D	Ecotricity	Electricity charges	18.49
D/D	Ecotricity	Gas charges	25.29
D/D	E.on next	Gas charges	170.40
D/D	HSBC	Bank charges - Council	27.41
D/D	HSBC	Bank charges - CB3	21.89
D/D	Lex Autolease	Vehicle lease	388.75
D/D	NOW Pensions	Pension admin. Fee	24.00
D/D	NOW Pensions	Pension contributions - October	669.73
D/D CB3	O2	Mobile phones	30.77
D/D	PWLB	Loan repayment	5,059.64
D/D CB3	UK Fuels	Fuel card charges/CB3 and machinery fuel	228.26
D/D	UK Fuels	Fuel card charges and CB3 fuel	94.94
D/D	UK Fuels	Fuel card charges/CB3 and machinery fuel	135.33
D/D	UK Fuels	Fuel card charges and CB3 fuel	102.54
D/D	UK Fuels	Fuel card charges and CB3 fuel	113.88
D/D	VPW Systems	Business Fibre Broadband	134.10
D/D	VPW Systems	Agility voice	82.63
D/D	VPW Systems	Fixed wireless Broadband	145.54
D/D	VPW Systems	Agility Mail	396.00
D/D	VPW Systems	Anti virus subscription	99.20
D/D	Water 2 Business	Water charges	132.91
Bank Payment	A Dawkins	Travel expenses - CB3	39.96
Bank Payment	Dylan Ross	Website support/hosting (September)	150.00
Bank Payment	Dylan Ross	Website support/hosting (October)	150.00
Bank Payment	Donovan Ateyo	November Salaries	16,785.57
Bank Payment	Eden Enterprises	Marketing - October	275.00
Bank Payment	Eden Enterprises	Marketing - November	283.50
			<b>C/FWD 25,949.61</b>



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

Somerset Council		<b>B/FWD</b>	<b>4,131.92</b>
Sum-up	Concessionary fares CB3		80.00
Square	Bus tickets		94.88
CB3	Bus tickets		127.67
	Bus tickets and donations		357.76
		<b>TOTAL</b>	<b>4,792.23</b>

**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