



Beaminster Town Council

The Annual Meeting of Beaminster Town Council will take place at the Cowie Room, Public Hall on Tuesday 14<sup>th</sup> May 2024 at 7.00pm.

Christine Bright  
Town Clerk  
8<sup>th</sup> May 2024

## **A G E N D A**

- 1. ELECTION OF CHAIRMAN OF THE COUNCIL**
- 2. CO-OPTION OF COUNCILLORS**  
To **CONSIDER** nominations received and **CO-OPT** three members to the Town Council  
(attached – confidential)
- 3. ELECTION OF VICE-CHAIRMAN OF THE COUNCIL**
- 4. APOLOGIES FOR ABSENCE**
- 5. DECLARATIONS OF INTEREST & DISPENSATIONS**
- 6. MINUTES OF THE COUNCIL MEETING HELD ON 26<sup>TH</sup> MARCH 2024**  
To **APPROVE** the minutes of the Council meeting held on 26th March 2024  
(attached)
- 7. PLANNING ADVISORY & HIGHWAYS COMMITTEE**  
To **RESOLVE** all members form Planning Advisory & Highways Committee for 2024/25
- 8. TOWN AMENITIES COMMITTEE**  
To **RESOLVE** membership 2024/25
- 9. FINANCE & GENERAL PURPOSES COMMITTEE**  
To **RESOLVE** all members form Finance & General Purposes Committee for 2024/25
- 10. COMMUNITY ENGAGEMENT COMMITTEE**  
To **RESOLVE** membership 2024/25
- 11. COMMUNITY RESILIENCE COMMITTEE**  
To **RESOLVE** membership 2024/25

## 12. NEIGHBOURHOOD PLAN WORKING GROUP

To **RESOLVE** membership 2024/25

## 13. APPOINTMENTS TO OUTSIDE BODIES

To **APPOINT** the following:-

### (a) Liaison Officers

TOPIC	EXISTING OFFICER	
Ancient Monuments	Cllr Corbett	
Crime Prevention	Cllr A Dawkins	
Public Transport	Cllr Turner	
Right of Way		
Civil Emergencies		
Tree Warden		

### (b) Outside Organisations

ORGANISATION	EXISTING REPRESENTATIVE	
Allotment Association	vacant	
Axe Valley and West Dorset Ring & Ride	Cllr Turner	
Beaminster Pre-School Ltd	Cllr Dawkins	
Beaminster Community Centre Partnership	vacant	
Beaminster and District Town Twinning Association	vacant	
Beaminster Earth Alliance		
Bridport CAB	vacant	
Climate & Long Term Resilience Plan Working Group	Cllr Turner &	
DAPTC	Cllr C Turner and Cllr Body	
Prout Bridge Project	Cllr Corbett	
South & West Dorset Broadcasting Group		

## 14. To **REVIEW** and **RESOLVE** the following Council policies (*attached*):

- (a) Standing Orders
- (b) Financial Regulations
- (c) Freedom of Information
- (d) Equal Opportunities
- (e) Data Protection
- (f) Code of Practice for Handling Complaints
- (g) Procedure for dealing with public and press
- (h) Risk Management

**15. TERMS OF REFERENCE**

To **REVIEW** and **RESOLVE** Terms of Reference for Standing Committees (**attached**)

- (a) Planning Advisory & Highways Committee
- (b) Town Amenities Committee
- (c) Finance & General Purposes Committee
- (d) Community Engagement Committee
- (e) Community Resilience Committee

**16. CALENDAR OF MEETINGS 2024/2025**

To **ADOPT** the Calendar of Meetings for 2024/25 as circulated (**attached**)

**17. ASSET REGISTER**

To **NOTE** the Town Council's Asset register at 31<sup>st</sup> March 2024 (**attached**)

**18. INSURANCE COVER FOR ALL INSURED RISKS**

To **NOTE** the Town Council took an annual policy with Aviva via WPS Insurance Brokers in August 2023 due to expire in August 2026, members previously **AGREED** the renewal schedule at a Finance & General Purposes Committee meeting on August 2023

**19. CB3 FARES/CHARGES FOR 2024/25**

To **RESOLVE** the CB3 fares and charges for 2024/25 (**attached**)

**20. COUNCIL'S AND/OR EMPLOYEES MEMBERSHIPS OF OTHER BODIES**

To **NOTE** and **RESOLVE** membership and subscription for 2024/25;

- DAPTC - £989.76
- SLCC - £229.00