



Beaminster Town Council

FINANCE & GENERAL PURPOSES COMMITTEE

Minutes of the Finance & General Purposes Committee meeting held in the Cowie Room, Public Hall on Tuesday 23rd April 2024.

711 PRESENT: Cllr Woods (Chairman), Cllr Beswarick, Cllr Corbett, Cllr Dawkins, Cllr Goode, Cllr Gunning, Cllr Monks, Cllr Turner; also Christine Bright (Town Clerk) and Victoria Kingston (Finance Administrator).

712 APOLOGIES FOR ABSENCE:
Apologies for absence were received from Cllr Anderton.

713 MINUTES OF THE FINANCE & GENERAL PURPOSES COMMITTEE MEETING HELD ON 27TH FEBRUARY 2024
The minutes of the Finance & General Purposes Committee meeting held on 27th February 2024 having been circulated were confirmed a correct record and signed by the Chairman.

714 DECLARATIONS OF INTEREST & DISPENSATION
No declarations of interest were received.

715 PAYMENTS & RECEIPTS
Members were tabled with the details of the payments made at 31st March 2024 including cheque numbers 105924 to 105929, direct debits and bank payments totalling £4,499.78 together with receipts received in the sum of £398.76 a copy of which are attached. Members **RESOLVED** adoption and payment as presented.

Members were tabled with details of the payments made for the month of April 2024 including cheque numbers 105930 to 105939 including one cheque 100051 from CB3 account totalling £23,207.57 together with receipts received in the sum of £20,077.95 a copy of which are attached. Members **RESOLVED** adoption and payment as presented.

716 BUDGET 2023/2024
Members had previously been circulated with a copy of the budget position at 31st March 2024, there were no significant issues to report. **NOTED.**

Cllr Turner enquired the length of time remaining on the Public Works Loan Board loan, the Town Clerk advised the loan had been for a term of 20 years with 5 years remaining. He also sought clarification as to the future management of the pavilion on repayment of the loan, the Chairman advised responsibility would remain with the Beaminster Community Centre Partnership.

Cllr Corbett enquired whether the Christmas tree budget could be broken down to itemise specific costs, the Town Clerk confirmed that could be done.

717 DATE OF NEXT MEETING

The date of the next Finance & General Purposes Committee meeting would be confirmed following adoption of the Calendar of Meetings for 2024/2025.

718 PUBLIC BODIES (Admission to meeting) ACT 1960

Members **RESOLVED** that public and press be now excluded 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 purchase agreement and sub lease arrangements.

(a) BT Kiosk – Clay Lane

Following the Council's recent adoption of the telephone kiosk in Clay Lane the Town Clerk advised of an enquiry received from the Dorset & Wiltshire Fire Service with regard to the Council's intentions for the future of the kiosk. Redevelopment work had commenced on an extension to the Fire Station and removal of the kiosk would assist greatly with the works being undertaken.

A spokesman for the Fire Service confirmed there would be no objections to siting the proposed defibrillator, to be housed in the former kiosk, on the exterior of the Fire Station.

Members **AGREED** in principle to relocation of the defibrillator, some discussion took place with regard to the disposal of the kiosk, the Town Clerk to pursue with the Fire Service.

(b) Yarn Barton Community Centre

The Town Clerk appraised members of the recent correspondence received from Dorset Council the content of which was **NOTED**. Members had no issues with the timescale of the sub lease outlined by Dorset Council, the Town Clerk to seek the views of the Trustees.

719 MEETING

The meeting which started at 7.00pm closed at 8.00pm

Chairman
25th June 2024

BEAMINSTER TOWN COUNCIL
RECEIPTS AND PAYMENTS - March 2024 Year End

PAYMENTS

Direct Debits	YGP	Gas supply - March 2024	215.58
	O2	Mobile phones - March 2024	30.77
	Ecotricity	Gas supply - March 2024	31.46
	Dorset Waste	Wheelys bins - March 2024	63.82
	Ecotricity	Electric Supply - March 2024	150.81
	UK Fuels	March 2024 - MPF	34.98
	UK Fuels	March 2024 - CB3 Fuel	84.61
	Lex Autolease	Electric Van Lease - March 2024	388.75
	HSBC	Bank Charges - March 2024	33.65
	HSBC	Bank Charges - March 2024 - CB3	18.99
	Concorde	Photocopier - March 2024	27.14
	NOW Pensions	Pension contributions -March 2024	887.26

Bank Payments

Dylan Ross	150
Dylan Ross	150

Cheques

105924	Larcombes	Maintenance supplies	88.66
105925	DAPTC	Year end & Audit Training	30.00
105926	Darkin Miller	Internal Audit	488.46
105927	Creative Solutions	Internal notice boards - PH	718.84
105928	Creeds (epic print)	Annual Parish Agenda	900.00
105929	Small Engine Services	Trimmer line - MPF	6.00
			4,499.78

RECEIPTS

A J Wakely	162.00
Mayfair	50.00
Yarn Barton	1.00
CB3	£185.76
	398.76

BEAMINSTER TOWN COUNCIL
RECEIPTS AND PAYMENTS - March 2024 Year End

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 - 23rd April 2024

**BEAMINSTER TOWN COUNCIL
RECEIPTS AND PAYMENTS - April 2024**

PAYMENTS

Direct Debits

D/D	Autorama	Van Service Plan	30.42
D/D	NOW Pensions	Pension admin Fee April 2024	24.00
D/D	UK Fuels	Fuel card charges/Diesel for PF	98.66
D/D	VPW Systems	Service Charge - Quarterly	36.00
D/D	VPW Systems	Agility Mail - Teams Account 2024/2025	396.90
D/D	VPW Systems	Remote Backup - Quarterly	129.79
D/D	VPW Systems	Fibre Broadband Quarterly - Council Office	308.84
D/D	Water 2 Business	Water charges	147.75

Bank Payments

Bank Payment	Donovan Ateyo	April Salaries	13,241.05
Bank Payment	Eden Enterprises	Monthly Social Media and blog package - March 2024	300.00
Bank Payment	MER	Electricity - charging van Jan 24	54.70
Bank Payment	MER	Electricity - charging van 01/02/24-11/02/24	23.51
Bank Payment	Wessex Water	Allotments water charges: 01/04/24-31/03/2025	211.00
Bank Payment	OCD Cleaning	Contract cleaning PT - March 2024	992.00
Bank Payment	A.R.Dawkins	Reimbursement - CB3 side light & Screenwash	13.49
Bank Payment	A.R.Dawkins	Reimbursement - Seat Frame	25.00
Bank Payment	Mandy Alford	Catering for Honorary TP event	325.00
Bank Payment	C. Bright	Reimbursement - Cards & Envelopes & Card for Certificates	10.37
Bank Payment	C. Bright	Reimbursement - Fire Action Signs & Drink refreshments for Honorary TP Event	136.94
Bank Payment	C. Bright	Reimbursement - Replacement battery for Defib	348.00
Bank Payment	C. Bright	reimbursement for purchase of 100 x 2 nd class stamps.	85.00
Bank Payment	Rambling Rose	Bouquets & Centre Pieces for Honorary TP event	140.00
Bank Payment	Mellor Bus Limited	Locking handle - CB3	253.86
Bank Payment	C. Turner	Reimbursement - Replacement Mirror & Paint touch up	77.53

Cheques

105930	Bartletts	Wire net and staples for fencing at play ground - MPF	217.25
105931	DAPTC	Annual Subscription	989.76
105932	Pithers Cleaning Services	Window cleaning - March 24	30.00
105933	S Lee Garden Services	Hedge cutting - Cemetery/Church	444.00
		C/FWD	19090.82

**BEAMINSTER TOWN COUNCIL
RECEIPTS AND PAYMENTS - April 2024**

		B/FWD	19,090.82
105934	Colin Granger	Signwriting - Honorary TP Board	95.00
105935	John Bright	Supply & erect gate - MPF	353.00
105936	Ken Hussey	H&S and Maint inspection of play area	130.00
100051	Creative Solutions	CB3 Bus Graphics £1248.28 (minus the Credit of 85.52 - Duplicate payment of Inv75539)	1,162.76
105937	Travis Perkins	Curtain pole - Honorary TP event	12.67
105938	Small Engine Services	Replace broken belt on mower - MPF	108.52
105939	Rialtus	Annual Subscription - Omega software, Support & Maint Licence, VAT Submission & Cemeteries Software	2,254.80
			<u>23,207.57</u>

RECEIPTS

Dorset Council	CB3 Bus concessions	300.00
Somerset Council	CB3 Bus concessions	80.00
CB3 Income	Tickets and donations	551.43
National Lottery	Community Fund Grant	2,745.45
James Hallam	Credit - old minibuses insurance	1,536.01
NSIB	Interest	327.53
A J Wakely	Internment	465.00
Dorset Council	CB3 Grant	8,000.00
Dorset Council	Elections payment - use of PH	225.00
C. Turner	CB3 Bus Sale	5,000.00
Country Memorials	Stevens - Memorial	135.00
Christmas trees		230.03
Donation	Community Fridge - Sale of fridge	30.00
Mr G E Shipton	Access Permit 2024/2025	£5.00
PH Hire		447.50

TOTAL **20,077.95**



**BEAMINSTER TOWN COUNCIL
RECEIPTS AND PAYMENTS - April 2024**

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Christine Bright

Responsible Finance Officer



Date: **23rd April 2024**