



Beaminster Town Council

Minutes of the Annual Council meeting held on Tuesday 14th May 2024 in the Cowie Room, Public Hall commencing at 7.00pm.

2976 Members present: Cllr Anderton, Cllr Body, Cllr Corbett, Cllr Dawkins, Cllr Ginder and Cllr Turner; also the Town Clerk and Dorset Councillor Monks.

2977 APOLOGIES FOR ABSENCE:

Apologies for absence were received from Cllr Gillings.

The uncontested election had resulted in three vacant seats on the Town Council and apologies had been received from Cllr Gillings. The outgoing Chairman felt, in the interest of democracy to elect an interim chairman for the purposes of this meeting in order to following the co-option process and fill the vacant three seats prior to electing a chairman for the Council year. Members were in unanimous agreement and **RESOLVED** to elect a Chairman at the next meeting of the Council.

2978 ELECTION OF CHAIRMAN FOR THE MEETING

Cllr Monks proposed Cllr Turner, seconded by Cllr Body, there being no other nominations Cllr Turner was duly elected Chairman for the duration of the meeting. Cllr Monks vacated the chair and left the meeting.

2979 ELECTION OF VICE-CHAIRMAN

The Town Clerk suggested the election of Vice Chairman be also deferred to the next Council meeting. **AGREED.**

2980 CO-OPTION OF COUNCILLORS

Members had previously been circulated with a copy of four nominations received, three of the four candidates were present at the meeting. Cllr Body proposed the co-option of Louise Hutchinson, Richard Gunning and Kevin Woods to the Town Council, seconded by Cllr Anderton and **RESOLVED.**

The three successful candidates duly signed their declaration of acceptance of office in the presence of the Town Clerk and took their seat at the meeting.

2981 DECLARATIONS OF INTEREST & DISPENSATIONS

No declarations were received.

2982 MINUTES OF THE COUNCIL MEETING HELD ON 26TH MARCH 2024

The minutes of the Council meeting held on 26th March 2024 having previously been circulated were confirmed and signed as a correct record.

2983 PLANNING ADVISORY & HIGHWAYS COMMITTEE

RESOLVED the following members be appointed to serve on the Planning Advisory & Highways Committee for the ensuing year – all members of the Town Council.

2984 TOWN AMENITIES COMMITTEE

RESOLVED the following members be appointed to serve on the Town Amenities Committee for the ensuing year –

- Chairman – ex officio
- Vice Chairman – ex officio
- Cllr Anderton
- Cllr Body
- Cllr Dawkins
- Cllr Gillings
- Cllr Ginder
- Cllr Woods
- Mr A Alexander – Head Groundsman/Maintenance Manager
- Mr M Camps – Groundsman
- Representative from Beaminster Cricket Club
- Representative from Beaminster Football Club
- Representative from Allotment Association

2985 FINANCE & GENERAL PURPOSES COMMITTEE

RESOLVED the following members be appointed to serve on the Finance & General Purposes Committee for the ensuing year – all members of the Town Council

2986 COMMUNITY ENGAGEMENT COMMITTEE

RESOLVED the following members be appointed to serve on the Community engagement Committee for the ensuing year –

- Chairman – ex officio
- Vice Chairman – ex officio
- Cllr Anderton
- Cllr Corbett
- Cllr Gillings
- Cllr Ginder
- Cllr Hutchinson
- Cllr Woods

2987 COMMUNITY RESILIENCE COMMITTEE

RESOLVED the following members be appointed to serve on the Community Resilience Committee for the ensuing year –

- Chairman – ex officio
- Vice Chairman – ex officio
- Cllr Woods
- Mr T Langdon

2988 NEIGHBOURHOOD PLAN WORKING GROUP

RESOLVED the following members be appointed to serve on the Neighbourhood Plan Working Group for the ensuing year –

- Chairman – ex officio
- Vice Chairman – ex officio
- Cllr Anderton

2989 APPOINTMENTS TO OUTSIDE BODIES

RESOLVED the following Liaison Officers be appointed for the ensuing year:-

- **Ancient Monuments** – Cllr Corbett
- **Crime Prevention** – Cllr Dawkins
- **Public Transport** – Cllr Turner
- **Right of Way** – Cllr Ginder
- **Community Resilience** – Cllr Gunning
- **Tree Warden** – vacant

RESOLVED the following appointments to outside bodies:-

- **Allotment Association** – Cllr Ginder
- **Axe Valley and West Dorset Ring & Ride** – Cllr Turner
- **Beaminster Community Centre Partnership** – Cllr Gunning
- **Beaminster & District Twinning Association** – Cllr Turner
- **Beaminster Pre-school** – Cllr Dawkins
- **Bridport CAB** – vacant subject to clarification
- **DAPTC** – Cllr Body and Cllr Turner
- **Prout Bridge Project** – Cllr Corbett

2990 REVIEW OF COUNCIL POLICIES

Members had previously been circulated with copies of the following policies for review:

(a) **Standing Orders**

RESOLVED to **ADOPT** Standing Orders with no amendments.

(b) **Financial Regulations**

RESOLVED to **ADOPT** Financial Regulations with no amendments.

(c) **Freedom of Information**

RESOLVED to **ADOPT** Freedom of Information Policy with no amendments

(d) **Equal Opportunities**

RESOLVED to **ADOPT** Equal Opportunities Policy with no amendments.

(e) **Data Protection**

RESOLVED to **ADOPT** Data Protection Policy with no amendments.

(f) **Risk Management**

RESOLVED to **ADOPT** Risk Management Policy with no amendments

(g) **Code of Practice for Handling Complaints**

RESOLVED to **ADOPT** Code of Practice for Handling Complaints with no amendments

(h) **Procedure for dealing with public and press**

RESOLVED to **ADOPT** procedure for dealing with public and press with no amendments

2991 TERMS OF REFERENCE FOR STANDING COMMITTEES

- (a) **Planning Advisory & Highways Committee**
Members had previously been circulated with the Terms of Reference for the Planning Advisory & Highways Committee, **RESOLVED** to **ADOPT** with no amendments.
- (b) **Town Amenities Committee**
Members had previously been circulated with the Terms of Reference for the Town Amenities Committee, **RESOLVED** to **ADOPT** with no amendments.
- (c) **Finance & General Purposes Committee**
Members had previously been circulated with the Terms of Reference for the Finance & General Purposes Committee, **RESOLVED** to **ADOPT** with no amendments.
- (d) **Community Engagement Committee**
Members had previously been circulated with the Terms of Reference for the Community Engagement Committee, **RESOLVED** to **ADOPT** with no amendments.
- (e) **Community Resilience Committee**
Members had previously been circulated with the Terms of Reference for the Community Resilience Committee, **RESOLVED** to **ADOPT** with no Amendments.

2992 CALENDAR OF MEETINGS 2024/2025

Members had previously been circulated with a draft Calendar of Meetings for 2024/25. **RESOLVED** to **ADOPT** without amendment.

A request was made to include a calendar invitation when emailing agendas. **AGREED.**

2993 ASSET REGISTER

Members had previously been circulated with the detail of the Council's Asset Register at 31st March 2024. **RESOLVED** to **ADOPT** with no amendments.

2994 INSURANCE COVER

The Town Clerk advised the Council had taken an annual insurance policy with Aviva via James Hallam in August 2023 on a three year contract due to expire in August 2026, the renewal schedule had previously been reviewed at a Finance & General Purposes Committee meeting held on 22nd August 2023 (Min. No. 671 refers) **NOTED**

2995 CB3 FARES FOR 2024/25

Members had previously been circulated with the details of the current bus fares **RESOLVED** to **ADOPT** the fares for 2024/25 with no amendment, a copy of which is attached.

2996 COUNCIL'S AND EMPLOYEE'S MEMBERSHIPS OF OTHER BODIES

Members **RESOLVED** membership of the DAPTC (£989.76) and SLCC (£229.00) for the ensuing year.

2997 MEETING

The meeting which started at 7.00pm closed at 8.10pm.

CHAIRMAN
23rd July 2024