



Beaminster Town Council

The next meeting of Beaminster Town Council will take place in the Cowie Room, Public Hall on Tuesday 23rd July 2024 commencing at 7.00pm.

Christine Bright
Town Clerk
17th July 2024

PUBLIC SESSION - MEMBERS OF THE PUBLIC ARE INVITED TO RAISE ISSUES WHICH MAY BE SUBSEQUENTLY DISCUSSED AT TOWN COUNCIL

REPORTS FROM AND QUESTIONS FOR:

- Dorset Police – to **RECEIVE** report from PCSO Alex Bishop
- Dorset Council member – to **RECEIVE** report from Councillor Craig Monks
- Enforcement Officer – to **RECEIVE** report from Mr Amatt

A G E N D A

- 1. APOLOGIES FOR ABSENCE**
- 2. MINUTES OF THE ANNUAL COUNCIL MEETING HELD ON 14TH MAY 2024**
To **APPROVE** the minutes of the Annual Council meeting held on 14th May 2024
(attached)
- 3. MINUTES OF THE COUNCIL MEETING HELD ON 14TH MAY 2024**
To **APPROVE** the minutes of the Council meeting held on 14th May 2024 *(attached)*
- 4. MINUTES OF THE SPECIAL COUNCIL MEETING HELD ON 4TH JUNE 2024**
To **APPROVE** the minutes of the Special Council meeting held on 4th June 2024
(attached)
- 5. CO-OPTION TO FILL VACANT SEAT**
To **CONSIDER** applications received to fill the vacant seat on the Town Council and **RESOLVE CO-OPTION** of new member *(attached)*
- 6. DECLARATIONS OF INTEREST & DISPENSATIONS**
To **RECEIVE** any declarations of interest or dispensations granted in addition to those previously resolved.
- 7. PAYMENTS & RECEIPTS**
To **RESOLVE** payments and receipts for the month of July 2024 *(to be tabled)*

8. **TO RESOLVE MINUTES OF THE FOLLOWING COMMITTEES:**
 - (a) **Community Engagement Committee meeting held on 25th April 2024**
To **NOTE** the minutes of the Community Engagement meeting held on 25th April 2024 (*attached*)
 - (b) **Town Amenities Committee meeting held on 21st May 2024**
To **NOTE** the minutes of the Town Amenities Committee meeting held on 21st May 2024 and **CONSIDER** the recommendations therein (*attached*)
 - (c) **CB3 Management Committee meeting held on 17th June 2024**
To **NOTE** the minutes of the CB3 Management Committee meeting held on 17th June 2024 and **CONSIDER** the recommendations therein (*attached*)
 - (d) **Finance & General Purposes Committee meeting held on 25th June 2024**
To **NOTE** the minutes of the Finance & General Purposes Committee meeting held on 25th June 2024 and **CONSIDER** the recommendations therein (*attached*)
 - (e) **CB3 Management Committee meeting held on 15th July 2024**
To **NOTE** the minutes of the CB3 Management Committee meeting held on 15th July 2024 and **CONSIDER** the recommendations therein (*attached*)
9. **TO REVIEW AND RESOLVE ADOPTION OF CODE OF CONDUCT**
To **REVIEW** draft **Code of Conduct** and **RESOLVE** adoption (*attached*)
10. **TO REVIEW AND RESOLVE ADOPTION OF THE FOLLOWING POLICIES, STRATEGIES AND STATEMENTS:**
 - (a) Health & Safety Policy (*attached*)
 - (b) Safeguarding Policy (*attached*)
 - (c) Retention of documents & records Management Policy (*attached*)
 - (d) Community Engagement Strategy (*attached*)
 - (e) Anti-slavery & Human Trafficking Statement (*attached*)
11. **COMMUNITY RESILIENCE PLAN: Volunteer Activity Risk Assessments:**
 - (a) To **APPOINT** an Emergency Community Response Team
 - (b) To **REVIEW** and **ADOPT** the following Volunteer Activity Risk Assessments:
 - (i) Door to Door leaflet distribution (*attached*)
 - (ii) Traffic Management (*attached*)
 - (iii) Flood Event (*attached*)
 - (iv) Visual check on conditions of drains, culverts and water courses (*attached*)

12. CONSULTATION DOCUMENTS

(a) Parliament UK – Safety of lithium ion batteries

To **CONSIDER** a request received to support Parliament UK's campaign to improve the safety of lithium batteries used in e-bike and e-scooters and their disposal (***attached***)

13. CORRESPONDENCE

No significant items of correspondence received.

14. PROGRESS REPORT

To **NOTE** progress on items since the previous meeting:

(a) Public Hall

- (i) External works completed and scaffolding removed.
- (ii) Identified water leak under the kitchen – a date for commencement of repair awaited from the contractor

(b) Memorial Playing Field

- (i) Lime trees – following the incident of fallen tree blocking the lane a quotation has been sought and accepted for pollarding of the remaining three lime trees to ensure they are not a risk to public safety.

Cemetery

- (i) Following an incident with cattle getting in to the Cemetery the new field gate has been padlocked by the farmer. It is thought the gate was left open by walkers, a sign will be erected to advise 'no public right of way'

15. ITEMS FOR FUTURE AGENDA

16. PUBLIC BODIES (Admission to Meeting Act) 1960

To **RESOLVE** that public and press be excluded from the meeting

Whilst discussion takes place on the following item on the grounds that publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted in respect of consideration of outstanding financial issues.

(a) The National Lottery grant

To **NOTE** deadline for claiming the grant awarded for the provision of public toilets in Memorial Playing Field and **CONSIDER** further action. (***confidential report attached***)

(b) The National Lottery – Skatepark Grant

To **CONSIDER** best use of unspent funds (***confidential report attached***)

(c) Low Carbon Dorset – Grant application

To **NOTE** deadline for claiming grant and **CONSIDER** additional expenditure in relation to the grant application (***confidential report attached***)

(d) Neighbourhood Plan

To **CONSIDER** proposal received from appointed consultant

17. DATE OF NEXT MEETING – to **NOTE** the date of the next scheduled Council meeting will take place on Tuesday 24th September 2024.

