



Beaminster Town Council

A Meeting of Beaminster Town Councils CB3 Management Committee will be held in the Cowie Room at the Public Hall on Monday 15<sup>th</sup> July 2024 commencing at 2.00pm

*CJBnqW*  
Town Clerk  
9<sup>th</sup> July 2024

## **AGENDA**

- 1. APOLOGIES FOR ABSENCE**  
To **RECEIVE** apologies for absence
- 2. ELECTION OF CHAIRMAN**  
To **ELECT** Chairman for ensuing council year
- 3. MINUTES OF THE CB3 MANAGEMENT COMMITTEE MEETING HELD ON 17<sup>TH</sup> JUNE 2024.**  
To **AGREE** the minutes of the CB3 Management Committee meeting held on 17<sup>th</sup> June 2024  
*(attached)*
- 4. DELEGATION OF AREAS OF RESPONSIBILITY**  
To **DELEGATE** the following areas of responsibility:-
  - Time tables
  - Duty rota
  - Duty manager (Saturdays)
  - Maintenance & refuelling
  - Administration
  - Volunteer Welfare
- 5. UPDATE ON EXTENSION OF SERVICE TO INCLUDE SOUTH PERROTT**  
To **RECEIVE** verbal update on how the inclusion of South Perrott has been received.
- 6. MAINTENANCE**
  - (a) Maintenance contract**
  - (b) Maintenance Issues**  
To **NOTE** any maintenance issues
- 7. RECRUITMENT**  
To **NOTE** recent recruitment of volunteers
- 8. VOLUNTEER'S REPORT**  
To **RECEIVE** any reports or issues raised by the Volunteer representatives
- 9. FUTURE AGENDA ITEMS**  
To **CONSIDER** future agenda items

