



FINANCE & GENERAL PURPOSES COMMITTEE

Minutes of the Finance & General Purposes Committee meeting held in the Cowie Room, Public Hall on Tuesday 20th August 2024.

- 734 PRESENT:** Cllr Woods (Chairman), Cllr Corbett, Cllr Gillings, Cllr Gunning and Cllr Tuff; also Christine Bright (Town Clerk) and Victoria Kingston (Finance Administrator).
- 735 APOLOGIES FOR ABSENCE:**
Apologies for absence were received from Cllr Anderton, Cllr Body, Cllr Ginder, Cllr Hutchinson
- 736 MINUTES OF THE FINANCE & GENERAL PURPOSES COMMITTEE MEETING HELD ON 25TH JUNE 2024**
The minutes of the Finance & General Purposes Committee meeting held on 25th June 2024 having been circulated were confirmed a correct record and signed by the Chairman.
- 737 DECLARATIONS OF INTEREST & DISPENSATION**
No declarations of interest were received.
- 738 PAYMENTS & RECIEPTS**
Members were tabled with details of the payments made for the month of August 2024 including cheque numbers 105973 to 105982 totalling 23,870.64 together with receipts received in the sum of £6,639.93 a copy of which are attached. Members **RESOLVED** adoption and payment as presented.
- 739 BUDGET CONSIDERATIONS**
Members had previously been circulated with copy of the Town Clerk's report highlighting a number of issues that had arisen for which budget provision had been exceeded or an absence of a budget.

Each issue was considered in turn and the following budget headings **RESOLVED:**
- 1. Public Hall**
 - (a) **Water leak** – funded via general maintenance (4024/201)
 - (b) **Replacement lighting in the Main Hall** – funded via main hall enhancements (4109/201) and general maintenance (4024/201)
 - 2. Memorial Playing Field**
 - (a) **Pollarding Lime trees** – funded via Leisure & Amenities EMR
 - (b) **Boundary hedge** – funded via Leisure & Amenities EMR
 - (c) **Revolve roundabout** – funded via Leisure & Amenities EMR
 - (d) **Springer** – replacement of springer via CIL EMR

3. **Litter bins** – to purchase 2 x Litter Bins funded via Litter Bin budget (4038/311)
4. **Christmas Lights ‘Switch On event’** – the Council had been asked to consider a low key event in the Square to compliment the Christmas Fair organised by Beaminster School in conjunction with St Mary’s School.

An enquiry had also been received with regard to possibility of a licenced bar in the Square, to be pursued.

Following discussion members **RESOLVED** to **RECOMMEND** a small event in the Square comprising of carol singing with a limited number of refreshments, costs were anticipated in the region of £450 to be underwritten via the general contingency (4076/400) the intention however would be for the event to be self funding.

740 **INSURANCE RENEWAL 2024/2025**

Renewal terms had been received in the sum of £10,975.42 in respect of the commercial combined/GPA/sickness and business travel cover; also £1,206.52 for fleet cover and ££2,901.62 for CB3. **RESOLVED** to **ACCEPT** renewal terms.

741 **DORSET COUNCIL – THE BIG CONVERSATION**

Following recent changes to the administration at Dorset Council and the change to national government Dorset Council were looking to create a new Council Plan in which it would set out its key priorities to be delivered by the Council over the next five years. Members had been invited to attend the launch of ‘The Big Conversation’ comments and suggestions were sought to offer guidance to any member attending on behalf of the Town Council. **NOTED** to be forwarded to the Town Clerk.

742 **DATE OF NEXT MEETING**

The date of the next Finance & General Purposes Committee meeting **NOTED** as 22nd October 2024.

743 **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 quotations.

(a) Dorset Police & Crime Commissioner – Op Relentless Community Fund

The Town Clerk confirmed a grant had been awarded in the sum of £5,000 for the provision of controlled access barrier to the playing field car park.

Indicative costs had previously been obtained in respect of the purchase and installation of a barrier system also obtaining a power supply. Those costs required updating and additional costs required exploring. The Town Clerk was asked to provide an update on the cost of the project to the Town Amenities Committee for a decision.

(b) Christmas Trees 2024

Members had previously been circulated with a copy of the Town Clerk’s confidential report with regard to the considerations when setting the cost of the Christmas trees for 2024. **RESOLVED** to **RECOMMEND** a charge of £37.50 + VAT (total £45.00)

(c) Community Fridge

Members had previously been circulated with a copy of the Town Clerk's confidential report detailing the background to the formation of the Community Fridge and the involvement of former Town Council members.

Members **AGREED** being a financially independent project it would be expedient to introduce a formal licence agreement with those overseeing the project to occupy an area of the Public Hall for the purposes of a community fridge. **RESOLVED.**

(d) Bank Mandate

The Town Clerk advised that in order to amend the HSBC bank mandate following the election of new councillors a formal resolution was a bank requirement. Members formally **RESOLVED** to authorise the Town Clerk to amend the bank mandate to reflect the new membership of the Council.

744 MEETING

The meeting which started at 7.00pm closed at 8.00pm

Chairman
22nd October 2024

BEAMINSTER TOWN COUNCIL
RECEIPTS AND PAYMENTS - August 2024

PAYMENTS

Direct Debits

D/D	Autorama	Van Service Plan	30.42
D/D	Concorde	Photocopier - monthly	30.28
D/D	Dorset Waste	Wheely Bins	82.26
D/D	Ecotricity	Gas Supply	26.86
D/D	Ecotricity	Electric Supply	141.9
D/D	Ecotricity	Electric Supply	99.11
D/D	Great Guns	Office rental - Monthly	540
D/D	HSBC	CB3 - Bank Charges June 2024	21.8
D/D	NOW Pensions	Pension contributions august 2024	885.15
D/D	NOW Pensions	Pension admin Fee August 2024	24.00
D/D	SW Hygiene	Sanitary Bin Disposal Aug 24 - Feb 25	942.05
D/D	SumUp	Office Card Machine Charges	1.12
D/D CB3	UK Fuels	Fuel Supply - CB3 & MPF	191.20
D/D CB3	UK Fuels	Fuel Supply - CB3 & MPF	176.44
D/D CB3	UK Fuels	Fuel Supply - CB3	69.58
D/D CB3	UK Fuels	Fuel Supply - CB3	79.27
D/D	Lex Autolease	Electric van lease	388.75
D/D	O2	Mobile phone charges July 24	32.26
D/D	VPW Systems	Agility Mail - set up fee	12.00
D/D	VPW Systems	Fibre Broadband Quarterly	308.84
D/D	VPW Systems	Fixed Wireless Broadband Quarterly	145.54
D/D	VPW Systems	Fibre Broadband Quarterly remote office	134.10
D/D	Water2Business	Water Supply - Monthly	147.73
D/D	YGP	Gas Supply	66.45
Bank Payments			
Bank Payment	Travis Perkins	Tools and supplies for MPF and PH	28.87
Bank Payment	Donovan Ateyo	August Salaries 2024	13,087.20
Bank Payment	Prout Bridge	Grant/sponsorship - Prout Bridge Project	2,745.45
Bank Payment	Alan Dawkins	Reimbursement - x8 New keys cut for CB3 side and back doors	45.00
Bank Payment	Fowlers	Chainsaw and sharpening set purchase	403.43

C/FWD 20,887.06



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

Bank Payment	Vicki Kingston		
Bank Payment	Mellor Bus Limited		
Bank Payment	OCD		
Bank Payment	Alan Dawkins		
Bank Payment	PSV Glass		
Cheques			
105973	Larcombes		
105974	Buglers		
105975	BSG		
105976	BEG Electrical		
105977	AJ Supplies		
105978	MER		
105979	Scutum		
105980	Ken Hussey		
105981	DAPTC		
105982	Complete Weed Control		
	Reimbursement - Postage Stamps		85.00
	New rear bumper - CB3		270.00
	July 2024 - Cleaning of PT		992.00
	Reimbursement - Bolts for bumper repair		4.58
	VAT payment on claim - CB3		81.96
	Supplies for PH & MPF		23.79
	Tractor to assist with emergency tree removal - MPF		30.55
	Stationery Supplies for Office		131.27
	Call out to investigate Heating issue PH		45.60
	Toilet Roll supply for PT & binbags/Gloves for Rita		97.96
	Electric Van - Charge		7.27
	Replace faulty smoke detectors PH		514.80
	Quarterly H&S Check - Play Park		130.00
	Councillor Training		30.00
	Supply & Apply Herbicide to sports field		538.80
			23,870.64

RECEIPTS

HMRC		3,983.13
Dorset Council		300.00
Somerset Council		60.00
CB3 Income		752.15
NSIB		358.55
Fleet club		320.83
PH Hire		865.27
VAT Return - Quarter 1		3,983.13
CB3 Bus concessions		300.00
CB3 Bus concessions		60.00
Tickets and donations		752.15
Interest		358.55
Rent July 24		320.83
		865.27
TOTAL		6,639.93



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

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: 20th August 2024

