



The Annual Meeting of Beaminster Town Council will take place at the Cowie Room, Public Hall on Tuesday 20th May 2025 at 7.00pm.

SJBnqW

Christine Bright
Town Clerk
13th May 2025

A G E N D A

- 1. ELECTION OF CHAIRMAN OF THE COUNCIL**
- 2. ELECTION OF VICE-CHAIRMAN OF THE COUNCIL**
- 3. APOLOGIES FOR ABSENCE**
- 4. DECLARATIONS OF INTEREST & DISPENSATIONS**
- 5. MINUTES OF THE COUNCIL MEETING HELD ON 25TH MARCH 2025**
To **APPROVE** the minutes of the Council meeting held on 25th March 2025
(*attached*)
- 6. PLANNING ADVISORY & HIGHWAYS COMMITTEE**
To **RESOLVE** all members form Planning Advisory & Highways Committee for 2025/26
- 7. TOWN AMENITIES COMMITTEE**
To **RESOLVE** membership 2025/26
- 8. FINANCE & GENERAL PURPOSES COMMITTEE**
To **RESOLVE** all members form Finance & General Purposes Committee for 2025/26
- 9. CB3 MANAGEMENT COMMITTEE**
To **RESOLVE** membership 2025/2026
- 10. COMMUNITY ENGAGEMENT COMMITTEE**
To **RESOLVE** membership 2025/26
- 11. COMMUNITY FRIDGE MANAGEMENT COMMITTEE**
To **RESOLVE** membership 2025/2026

12. NEIGHBOURHOOD PLAN STEERING GROUP

To **RESOLVE** membership 2025/26

13. APPOINTMENTS TO OUTSIDE BODIES

To **APPOINT** the following:-

(a) Liaison Officers

TOPIC	EXISTING OFFICER	
Crime Prevention	Cllr A Dawkins	
Public Transport	Cllr Turner	
Right of Way		
Civil Emergencies	Cllr Gunning & Ethan Kalejmen	
Tree Warden		

(b) Outside Organisations

ORGANISATION	EXISTING REPRESENTATIVE	
Allotment Association	vacant	
Beaminster Pre-School Ltd	Cllr Dawkins	
Beaminster and District Town Twinning Association	vacant	
Bridport CAB	vacant	
DAPTC	Cllr C Turner and Cllr Body	
Prout Bridge Project	Cllr Corbett	

14. To **REVIEW** and **RESOLVE** the following Council policies (*attached*):

- (a) Standing Orders
- (b) Financial Regulations
- (c) Freedom of Information
- (d) Equal Opportunities
- (e) Data Protection
- (f) Code of Practice for Handling Complaints
- (g) Procedure for dealing with public and press
- (h) Risk Management

15. TERMS OF REFERENCE

To **REVIEW** and **RESOLVE** Terms of Reference for Standing Committees (*attached*)

- (a) Planning Advisory & Highways Committee
- (b) Town Amenities Committee
- (c) Finance & General Purposes Committee
- (d) Community Engagement Committee
- (e) CB3 Management Committee

16. ASSET REGISTER

To **NOTE** the Town Council's Asset register at 31st March 2025 (*attached*)

17. INSURANCE COVER FOR ALL INSURED RISKS

To **NOTE** the Town Council took an annual policy with Aviva via WPS Insurance Brokers in August 2023 due to expire in August 2026, members previously **AGREED** the renewal schedule at a Finance & General Purposes Committee meeting on August 2024.

18. GENERAL POWER OF COMPETENCE

To **CONFIRM** the Town Council satisfies all the conditions as follows:

1. It has 7 out of 11 councillors elected
2. The Clerk of the Council holds both the Certificate in Local Council Administration (CiLCA)
3. The Clerk of the Council has passed the CiLCA module on the general power of competence.

To **RESOLVE** to adopt The General Power of Competence.

19. COUNCILLOR SURGERY

To **AGREE** Councillor surgery dates for 2025/26 (*attached*)

20. COUNCIL AND/OR EMPLOYEES MEMBERSHIPS OF OTHER BODIES

To **NOTE and RESOLVE** membership and subscription for 2025/26:

- DAPTC - £1,286.69
- SLCC - £240