



Beaminster Town Council

BEAMINSTER NEIGHBOURHOOD PLAN STEERING GROUP

A meeting of the Beaminster Neighbourhood Plan Steering Group held on Wednesday 30th April 2025.
In attendance: Ms Gillian Fearnough (Chair), Cllr Richard Gunning (Vice Chair), Cllr David Gillings, Cllr Chris Turner, Mr Theo Langdon, Mr Ethan Kalemjian (Administrator), and Mr David Bannister.

MINUTES

054 APOLOGIES FOR ABSENCE

Apologies were received from Cllr Anderton, Cllr Monks and Cllr Tuff.

055 DECLARATION OF INTERESTS

None received.

056 MINUTES OF THE PREVIOUS MEETING

The Chair signed the 2nd April 2025 minutes as a true and accurate reflection of the meeting.
It was **AGREED** that Mr Kalemjian would reformat the numbering of the minutes from the 2nd April 2025 meeting in order to adhere to Beaminster Town Council's established conventions.

057 MATTERS ARISING

The Chair raised the issue of a suitable website that could be used for Neighbourhood Plan content. Following discussions of the viability of the Beaminster Town Council's (BTC's) *Discover Beaminster* website, the Chair **PROPOSED** arranging a meeting with Dylan Ross (*Discover Beaminster* Technical Support staff), Mr Kalemjian, Cllr Gunning and Cllr Turner. It was **AGREED** that Cllr Gunning and Cllr Turner would volunteer their efforts in order to progress the establishment of a usable online platform.

The Chair enquired about the current status of a Housing Needs Assessment. It was **AGREED** that Cllr Turner would update the Steering Group on progress regarding a Housing Needs Assessment survey. And the Chair will consult with Lee Searles to ascertain what is available.

058 NEIGHBOURHOOD PLAN QUESTIONNAIRE RESULTS

Cllr Gunning **EXPLAINED** that Cllr Monks had recently made two presentations to Beaminster Academy, to promote awareness of the recent survey, and the need for a Neighbourhood Plan.

The Chair **EXPLAINED** the need to review the submitted surveys to identify residents who expressed an interest in joining in Neighbourhood Plan (NP) workshops.

It was **AGREED** that Mr Kalemjian would share the survey results with the Chair, and Cllr Monks, who have offered to assist with transcribing hard copy to the Survey Monkey online platform.

Cllr Gunning asked if a viable number of blank surveys were remaining and **SUGGESTED** that they were made available to Cllr Monks, to distribute at Beaminster's VE-Day 80th Anniversary Party of Celebration, scheduled for Sunday 11th May 2025.

It was **AGREED** by the members of the Steering Group that the survey was the most appropriate tool for any current or near-term opportunities for engaging with members of the public.

Cllr Turner reminded the Group of the upcoming Beaminster Festival, scheduled to run between 28th June – 6th July 2025. The Chair offered to reach out to event organisers. **NOTED**

It was **AGREED** that once a list of survey respondents has been compiled from those submissions received by/before the 31st March 2025 deadline, the Group would choose a winner.

059 BUDGET

It was **AGREED** that Mr Kalemjian would liaise with BTC regarding the current status of the NP support grant.

060 STEERING GROUP MEMBERSHIP

The Chair **SUGGESTED** that the current NP Steering Group membership should be reviewed, and the relevance of all members be assessed to ensure suitability, and anyone not present for two or three meetings be consulted directly to confirm their continued involvement.

061 VISIONING STAGE 1 – WORKSHOP

The Chair **PROPOSED** a draft outline organising the Visioning and Objectives workshops. Following a lively discussion, it was **AGREED** that the essential framework be identified to ensure that all activity is undertaken towards a unified goal.

The Steering Group members **AGREED** that the current (prospective) outline drafted by the Chair should be developed, and that potential stakeholders need to be identified in hopes of securing their participation.

062 STAKEHOLDER IDENTIFICATION

It was **AGREED** that the identity/relevance of each individual stakeholder should be confirmed before they are approached.

The Chair will reach out to Beaminster Area Eco Group (BAEG) and Beaminster Museum. **NOTED**
Mr Langdon will liaise with BAEG to confirm the most appropriate contact to approach. **NOTED**

063 TASKS PRIOR TO/FOR NEXT MEETING

Mr Kalemjian will add the Action List to future Agendas as a quick reference. **NOTED**

064 DATE OF NEXT MEETING

- (a) The date of the next meeting will be Wednesday 28th May 2025
- (b) Visioning workshop event - tbc

Meeting ended at 8.15