



Minutes of the Town Council meeting held on Tuesday 25th November 2025 in the Cowie Room, Public Hall commencing at 7.00pm.

3214 Members present – Cllr Gunning (Chairman), Cllr Benton, Cllr Biggs, Cllr Corbett, Cllr Gillings, Cllr Turner and Cllr Watts; also Christine Bright (Town Clerk) and Dorset Councillor Monks.

3215 Dorset Police – in the absence of a police representative the Town Clerk read a brief report on behalf of PCSO Alex Bishop that advised:

In the early hours of Saturday 25th October, unknown offenders forced entry to and stole a van from a premises in Beaminster. The van contained a tracker and was later recovered in Crewkerne however at this time there are no suspects. Possibly in relation to the incident there was the theft of a vehicle in Halstock a day or two later followed by the theft of a quad bike near Sherborne. The quad bike was subsequently recovered, the vehicle stolen from Halstock has been seized and a male from Wales arrested in the area of Langport.

In the early hours of Thursday 30th October, a fuel bowser was stolen from a Wessex Water site, unfortunately there are no lines of enquiry.

3216 Dorset Councillor – Cllr Monks advised on a number of important local matters:

1. Loss of broadband

Thank you to those Councillors and residents who joined Cllr Monks at the recent local plan consultation. Around 300 people attended in Beaminster and around 60 in Mosterton. All of the information is available on the Dorset Council website. The consultation remains open into October, and residents were encouraged to send in comments.

2. Highway issues

Officers concluded the survey scoring for the proposed crossing points in Clay Lane scored below the current threshold required. However, as Government and Council policies were being simplified, Cllr Monks has asked that the matter be reconsidered under the new scoring system and would update the Council on progress.

3. School crossing point

Cllr Monks has been in correspondence with Dorset Police regarding ongoing issues with E-Bikes. He expressed his gratitude to the Town Council for their support and hoped to be able to arrange a meeting with relevant partners for the matter to be properly addressed.

4. Devolution

DAPTC had commissioned a 'Double Devolution' report and had sought Dorset Council's support however due to the lack of detail contained within the report support had not been achieved. It was Dorset Council's perception that should town or parish councils accept additional responsibilities under devolution they would precept accordingly, there were no plans for Dorset Council to transfer funds with the responsibility.

3217 Enforcement Officer – In the absence of the Enforcement Officer the Town Clerk read a report on his behalf advising of the issues he had dealt with since the last meeting:

- Two uprooted trees in the School Woods had been reported to Beaminster School and Dorset Council, subsequently a number of other trees had been marked for attention.
- The extension to the cemetery continued to be used as a dog play area, this is despite the cemetery being a 'dogs on leads' area, also the car park was being used by walkers.
- There had been a dog attack in Parnham fields, all dogs must be under control at all times, if a dog does not have recall it should be on a lead
- Further complaints about speeding vehicles in North Street and the Square
- Three complaints with regard to inconsiderate parking and vehicles parked on junctions had been passed to Dorset Police
- Broken rails in St Mary Well Street had been reported to Dorset Council
- Anti social behaviour in the Playing Field was being investigated
- Reports of fires in the woods at Parnham fields
- Complaints regarding doors being kicked in Church Street, Clay Lane and Windy Ridge had been investigated and resolved.

3218 Apologies for Absence

Apologies for absence were received from Cllr Tuff and Cllr Woods.

In submitting his apologies Cllr Woods tendered his resignation from the Council, long term work commitments would prevent him from having the time to fully support the town.

On behalf of all Councillors, the Chairman expressed his gratitude to Mr Woods for his valuable input into the Town Council, in particular as Chairman of the Finance & General Purposes Committee.

3219 MINUTES OF THE COUNCIL MEETING HELD ON 23RD SEPTEMBER 2025

The minutes of the Town Council meeting held on 23rd September 2025 having previously been circulated were confirmed and signed by the Chairman as a correct record.

3220 MINUTES OF THE EXTRAORDINARY COUNCIL MEETING HELD ON 21ST OCTOBER 2025

The minutes of the Extraordinary Town Council meeting held on 21st October 2025 having previously been circulated were confirmed and signed by the Chairman as a correct record.

3221 DECLARATIONS OF INTEREST & DISPENSATIONS

The Town Clerk confirmed that dispensations had been granted to Cllr Benton and Cllr Watts to enable them to take part in discussions on any matters pertaining to the setting of the parish precept.

3222 COMMUNITY RESILIENCE

Members **NOTED** the response received to the question posed by the Town Council and considered by Dorset Council in October.

Mr Langdon had subsequently submitted a request seeking the Town Council's support for him to approach Dorset Council with a view to putting forward Beaminster's Community Resilience Plan as an academic study model to investigate ideas, identify gaps and look into grass roots development and understanding. Members **AGREED** to offer the Councils support on the understanding the study would not impact on Council staff or budgets.

3223 PAYMENTS AND RECEIPTS

Members were circulated with details of the payments made in November 2025 including cheque numbers 106243 - 106255, direct debits, credit card and bank payments totalling £34,703.80; also receipts totalling £55,882.31 (copy attached). Members **RESOLVED** adoption as presented.

3224 RESOLVE MINUTES OF FOLLOWING COMMITTEE MEETINGS

(a) Community Engagement Committee meeting held on 25th September 2025

The minutes of the Community Engagement Committee meeting held on 25th September 2025 having previously been circulated were **NOTED**.

There being no items raised for discussion, members **RESOLVED** adoption.

(b) CB3 Management Committee meeting held on 13th October 2025

The minutes of the CB3 Management Committee meeting held on 13th October 2025 having previously been circulated were **NOTED**.

There being no items raised for discussion, members **RESOLVED** adoption.

(c) Finance & General Purposes Committee meeting held on 21st October 2025

The minutes of the Finance & General Purposes Committee meeting held on 21st October 2025 having previously been circulated were **NOTED**.

There being no items raised for discussion, members **RESOLVED** adoption.

(d) Community Engagement Committee meeting held on 4th November 2025

The minutes of the Community Engagement Committee meeting held on 4th November 2025 having previously been circulated were **NOTED**.

There being no items raised for discussion, members **RESOLVED** adoption.

(e) CB3 Management Committee meeting held on 17th November 2025

The minutes of the CB3 Management Committee meeting held on 17th November 2025 having previously been circulated were **NOTED**.

(f) Town Amenities Committee meeting held on 18th November 2025

The minutes of the Town Amenities Committee meeting held on 18th November 2025 having previously been circulated were **NOTED**.

There being no items raised for discussion, members **RESOLVED** adoption.

3225 CHRISTMAS OPENING HOURS

RESOLVED to close the council office at 12 noon on Friday 20th December 2025 and re-open at 10.00am on Monday 5th January 2026.

3226 FIRE RISK ASSESSMENT – PUBLIC HALL

Members had previously been circulated with a copy of the fire risk assessment in respect of the Public Hall premises. **RESOLVED ADOPTION**. Cllr Biggs requested fire escape route plans are displayed at all fire exits **AGREED**.

3227 NEIGHBOURHOOD PLAN

Members were circulated with a copy of the Beaminster Neighbourhood Plan update as of 21st November 2025. **NOTED.**

3228 CONSULTATION DOCUMENTS

No consultation documents had been received.

3229 CORRESPONDENCE

(a) Wessex Water – Tankering

Members had previously been circulated with a copy of the response received from Wessex Water with regard to the Councils concerned at the increase in tankering at Southgate.

The correspondence outlined a number of issues relating to repair/replacement works to the main system and offered an opportunity for a meeting with the regional sewerage pumping station manager. Members **AGREED** to accept the offer of a meeting, the Town Clerk was asked to arrange.

(b) St Mary's Academy – Letter of thanks

The Town Clerk read a note of appreciation received from St Mary's Academy for the recently awarded grant. **NOTED.**

3230 PROGRESS REPORT

No progress report was given.

3231 FUTURE AGENDA ITEMS

No items were highlighted.

3232 PUBLIC BODIES (Admission to Meeting Act) 1960

RESOLVED to exclude public and press 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 received.

(a) Pavilion Refurbishment

Members had previously been circulated with the Town Clerk's report detailing the quotations received in respect of works identified as part of the Pavilion refurbishment project.

Members **RESOLVED** to **ACCEPT** the following quotations:

- **External cladding** – to remove all damaged/rotten cladding and replace with new cedar cladding to match existing profile. To refix all cladding with tie stainless steel fixings and remove and replace all guttering and down pipes with metal deep flow guttering in the sum of £20,564 from C G Fry & Son.
- **Additional ventilation in the boiler room** – to supply and install a 5" inline extractor fan with thermostat and isolation switch. To supply and fit a slate vent and ducting kit in the sum of £763.98 from J T Property Management.

- **External shutters** – to inspect and service all 9 shutters and provide a further quotation for any further repairs in the sum of £464 from Wessex Industrial Doors. The Town Clerk advised the company had also been asked to provide a further quotation to supply and install a shutter on the serving hatch between the kitchen and main hall.

External fencing – to take down existing wooden fence and replace with galvanised two rail tube clamp system fence. Following discussion it was **AGREED** to obtain a revised quotation based on the replacement of the fence on the west elevation only with a view to undertaking any repairs to the fencing on the other elevations.

Flooring and Internal decoration – quotations had been obtained and would subject to a funding application to the National Lottery Community Fund. **NOTED.**

The Town Clerk advised that clarification had been sought with regard to the external signage at the Pavilion as to whether the signs should be built into the cladding or fixed externally. **AGREED** to fix externally and the Town Clerk was asked to produce designs for consideration at a later date.

(b) Closed Churchyard wall

The Town Clerk advised a quotation had been received to repair a section of damaged boundary wall (approx. 2m sq) in the sum of £3050 from DMcA Builders Ltd.

Due to the stone construction of the stone wall there could be the possibility of additional excavation work to establish stable fixing points, additional works would be charged at £2,130 per m sq. **NOTED** and **RESOLVED** to **ACCEPT** quotation.

(c) Trees in Cemetery

The Town Clerk advised that following a fallen branch an inspection of a lime and oak had taken place and a quotation received to remove non-functional dead branches from both trees in the sum of £500 from Forest and Tree Care Ltd. **RESOLVED** to **ACCEPT.**

(d) Appointment of Town Clerk

The Chairman advised that following interviews on 24th/25th November a short list of three candidates had been drawn up for second interview.

3233 DATE OF THE NEXT MEETING

The next scheduled Council meeting will take place on Tuesday 20th January 2026. **NOTED.**

3234 MEETING

The meeting commenced at 7.00pm and closed at 8.00pm.

Chairman
20th January 2026

BEAMINSTER TOWN COUNCIL
RECEIPTS AND PAYMENTS - November
2025

PAYMENTS

| Payment Type | Supplier | Description | Cost Centre | Net | VAT | Total | Date Paid |
|---------------|-------------------|---|-------------|---------|-------|----------|------------|
| Direct Debits | | | | | | | |
| D/D | Autorama | Van Service Plan | 301 | 25.35 | 5.07 | 30.42 | 03/11/2025 |
| D/D | Concorde | Printing & Copies | 101 | 32 | 6.4 | 38.4 | 27/10/2025 |
| D/D | Crown Gas & Power | Gas Supply PH | 201 | 16.51 | 0.83 | 17.34 | 17/11/2025 |
| D/D | Dorset Council | Wheely Bins | 101/201 | 68.7 | | 68.7 | 19/11/2025 |
| D/D | Ecotricity | Electric Supply PH | 201 | 126.88 | 6.68 | 133.56 | 20/11/2025 |
| D/D | Ecotricity | Electric Supply PH | 201 | 150.86 | 8.03 | 158.89 | 20/11/2025 |
| D/D | Ecotricity | Electric Supply - Pavilion | 401 | 213.85 | 10.69 | 224.54 | 20/11/2025 |
| D/D | HSBC | Current Account - Charges | 101 | 37.59 | | 37.59 | 21/11/2025 |
| D/D | HSBC | CB3 Account - Charges | 600 | 7.06 | | 7.06 | 17/11/2025 |
| D/D | NOW Pensions | Pension contributions Monthly - Oct | 101/201/301 | | | 1049.49 | 29/10/2025 |
| D/D | NOW Pensions | Pension admin Fee monthly | 101 | 20 | 4 | 24.00 | 03/11/2025 |
| D/D | NOW Pensions | Pension contributions Monthly Nov | 101/201/301 | | | 1049.49 | 25/11/2025 |
| D/D | O2 | Mobile Phones CB3 & EO Monthly | 600/305 | 27.84 | 5.57 | 33.41 | 05/11/2025 |
| D/D | PWLB | Loan Repayment | 301 | 5059.64 | 0 | 5,059.64 | 20/11/2025 |
| D/D | Lex Autolease | Electric van lease | 301 | 323.96 | 64.79 | 388.75 | 03/11/2025 |
| D/D | SumUp | Office Card machine Transaction Fees | 101 | 0.76 | | 0.76 | Various |
| D/D | Siemens Financial | Photocopier Lease - Quarterly | 101 | 368.66 | 73.73 | 442.39 | 31/10/2025 |
| D/D | SW Hygiene | Sanitary Bin Disposal - Pavilion | 401 | 131.91 | 26.38 | 158.29 | 23/10/2025 |
| D/D CB3 | UK Fuels | Fuel Supply - MPF & CB3 | 301/600/101 | 99.21 | 19.85 | 119.06 | 27/10/2025 |
| D/D CB3 | UK Fuels | Fuel Supply - MPF & Fuel card fee | 301/101 | 35.36 | 7.07 | 42.43 | 03/11/2025 |
| D/D CB3 | UK Fuels | Fuel Supply CB3 | 600/101 | 37.58 | 7.51 | 45.09 | 10/11/2025 |
| D/D CB3 | UK Fuels | Fuel Supply MPF & CB3 | 600/301 | 65.13 | 13.03 | 78.16 | 17/11/2025 |
| D/D | VPW Systems | Remote Back Up - Quarterly | 105 | 86.87 | 4.34 | 91.21 | 07/11/2025 |
| D/D | VPW Systems | Fibre Boradband Activation & Quarterly bill | 105 | 375 | 75 | 450.00 | 31/10/2025 |
| D/D | VPW Systems | Agility Mail Set Up Fee | 105 | 30 | 6 | 36.00 | 31/10/2025 |
| D/D | VPW Systems | Agility Mail Discounted Set Up Fee | 105 | 10 | 2 | 12.00 | 11/11/2025 |
| D/D | VPW Systems | Agility Mail - Subscription | 105 | 30 | 6 | 36.00 | 10/11/2025 |
| D/D | VPW Systems | Anti Virus Subscription - 1 yr | 105 | 135.36 | 27.07 | 162.43 | 14/11/2025 |
| | | | | | | C/FWD | 9,995.10 |

BEAMINSTER TOWN COUNCIL
RECEIPTS AND PAYMENTS - November

2025

| | |
|--------------|-----------------|
| B/FWD | 9,995.10 |
|--------------|-----------------|

| Payment Type | Supplier | Description | Cost Centre | Net | VAT | Total | Date Paid |
|---------------------|----------------------|---|-----------------|---------|--------------|------------------|----------------|
| D/D | VPW Systems | Wireless Broadband Quarterly | 105 | 121.28 | 24.26 | 145.54 | 18/11/2025 |
| D/D | VPW Systems | Fibre Broadband - Quarterly | 105 | 259.26 | 51.85 | 311.11 | 17/11/2025 |
| D/D | YGP | Gas Supply PH | 201 | 86.87 | 4.34 | 91.21 | 07/11/2025 |
| D/D | Water2Business | Water supply -PH Monthly | 301 | 178.65 | | 178.65 | 03/11/2025 |
| Bank Payment | | | | | | | |
| BACS | Dorset Gates | Photocells & Callout | 301 | 273.22 | 54.64 | 327.86 | 25/11/2025 |
| BACS | Dorset Council | Premise Licence Annual Fee | 201 | 180 | | 180.00 | 25/11/2025 |
| BACS | St Marys Academy | Grant - Sports & Music Equipment | 102 | 1000 | | 1,000.00 | 26/11/2025 |
| BACS | Pithers Cleaning | Window cleaning PH | 201 | 30 | | 30.00 | 26/11/2025 |
| BACS | The Forecourt | CB3 Wash-Wax-Dry | 600 | 75 | | 75.00 | 25/11/2025 |
| BACS | Tom Roberts | Lunch and Car Park ticket - reimbursement (CB3) | 600 | 29.4 | 0 | 29.40 | 04/11/2025 |
| BACS | Dylan Ross | Website maint. & Hosting | 106 | 70 | | 70.00 | 05/11/2025 |
| BACS | Eden Enterprises | Monthly Social Media - Oct25 | 106 | 300 | | 300.00 | 05/11/2025 |
| BACS | Dorset Council | Road Closure Application Fee | 103 | 170 | | 170.00 | 11/11/2025 |
| BACS | RBL Beaminster | 50% of payment for band | 102 | 200 | 0 | 200.00 | 06/11/2025 |
| BACS | OCD | Oct25 - Cleaning of PT & PH | 201/206 | 1078 | | 1,078.00 | 05/11/2025 |
| BACS | Small Engines | New Lawnmower | 301 | 999.17 | 199.83 | 1,199.00 | 11/11/2025 |
| BACS | PolicyBee Ltd | Community Fridge Insurance 25/26 | 404 | 245.85 | | 245.85 | 14/11/2025 |
| BACS | Donovan Atyeo | Salaries Nov25 | 101/201/301/401 | 15246.6 | | 15,246.60 | 12,13,14/11/25 |
| Credit Card | | | | | | | |
| | HSBC | Amazon - Viakal | 201/401 | 31.65 | 6.34 | 37.99 | 07/11/2025 |
| | | BHT - Tree Spiral Guards & Bamboo Canes | 303 | 117 | 23.4 | 140.40 | 07/11/2025 |
| Cheque | | | | | | | |
| 106243 | A J Supplies | Cleaning Supplies | 201/401 | 158.94 | 31.79 | 190.73 | 25/11/2025 |
| 106244 | Bartletts | PPE, Fuel & general supplies | 301 | 73.09 | 14.3 | 87.39 | 25/11/2025 |
| 106245 | Buglers | Tractor Service and Repair | 301 | 416.95 | 83.4 | 500.35 | 25/11/2025 |
| 106246 | Beaminster Pre-Schoc | Grant - New bikes & 3x Apple Ipad | 102 | 950 | | 950 | 25/11/2025 |
| 106247 | DAPTC | Town Clerk & Chair - DAPTC Event | 101 | 150 | | 150 | 25/11/2025 |
| 106248 | Fowlers | Barriers - Remembrance Day | 102 | 64.5 | 12.9 | 77.40 | 25/11/2025 |
| | | | | | C/FWD | 33,007.58 | |



BEAMINSTER TOWN COUNCIL
RECEIPTS AND PAYMENTS - November

2025

| Payment Type | | Supplier | Description | Cost Centre | Net | VAT | Total | Date Paid |
|--------------|----------------------|----------------------------|----------------------------|-----------------|--------|--------|-----------|------------|
| 106249 | Groves | | Christmas tree lights x 25 | 103 | 276.87 | 55.38 | 332.25 | 25/11/2025 |
| 106250 | Hutchinson Marketing | Job Advert | | 101 | 172.8 | 34.56 | 207.36 | 25/11/2025 |
| 106251 | Larcombes | General Supplies | | 102/201/301/401 | 52.07 | 10.41 | 62.48 | 25/11/2025 |
| 106252 | MER | Electric Van Charging | | 301 | 54.06 | 10.81 | 64.87 | 25/11/2025 |
| 106253 | Scutum | Replaced x2 CCTV cameras | MPF | 301 | 597.04 | 119.41 | 716.45 | 25/11/2025 |
| 106254 | Travis Perkins | general Supplies | | 201 | 75.86 | 15.17 | 91.03 | 25/11/2025 |
| 106255 | Viking | Display Stand & Stationery | | 101 | 184.81 | 36.97 | 221.78 | 25/11/2025 |
| | | | | | TOTAL | | 34,703.80 | |

RECEIPTS

| Payment Type | Customer | Description | Cost Centre | Net | VAT | Total | Various |
|--------------|-------------------|-------------------------------|-------------|-----------|-------|-----------|------------|
| CR | CB3 Income | Bus Fares/Donations | 600 | 116.44 | | 116.44 | Various |
| CR | CB3 Income | Private Hire | 600 | 105 | | 105 | 21/11/2025 |
| CR | Dorset Council | CB3 - Concessionary fares | 600 | 91.41 | | 91.41 | 29/10/2025 |
| CR | Country Memorials | Memorial fee | 303 | 48.75 | | 48.75 | 11/11/2025 |
| CR | NSIB | Interest | 101 | 267.66 | | 267.66 | 05/11/2025 |
| CR | Fleet Club | Rent - Monthly | 205 | 350.00 | | 350.00 | 12/11/2025 |
| CR | Beamminster FC | Rent 25/26 | 401 | 2,000.00 | | 2,000.00 | 13/11/2025 |
| CR | Dorset Council | CIL | 101 | 50,699.05 | | 50,699.05 | 24/10/2025 |
| CR | Various | Stall Pitch Hire | 103 | 90.00 | | 90.00 | Various |
| CR | Various | Access Licence MPF | 301 | 20.00 | | 20.00 | Various |
| CR | Various | Traders Christmas Tree Orders | 103 | 690.00 | | 690.00 | Various |
| CR | Pavillion Hire | | 401 | 95.00 | | 95.00 | Various |
| CR | PH Hire | | 201 | 1,309.00 | | 1,309.00 | Various |
| | | | | | TOTAL | 55,882.31 | |

BEAMINSTER TOWN COUNCIL
RECEIPTS AND PAYMENTS - November

NOTES FOR COUNCIL INFORMATION

2025

The above payments are approved expenditure items within existing contracts and / or the agreed budget framework.
Councilors 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.

Date: 25th November 2025

Christine Bright
Responsible Finance Officer

| KEY |
|--------------------|
| Payments over £500 |
| Grants Received |