



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

- 3100 Members present** – Cllr Turner (Chairman), Cllr Dawkins, Cllr Gillings, Cllr Gunning and Cllr Tuff; also Christine Bright (Town Clerk), Cllr Craig Monks (Dorset Council) and one member of the public.
- 3101 Dorset Police** – in the absence of a police representative no report was received.
- 3102 Dorset Councillor** – In the absence of Cllr Craig Monks the Town Clerk read a report submitted in his absence as follows:
- 1. Clay Lane Crossing Assessment**
I am happy to report progress on assessing Clay Lane for a potential crossing area. Officers have agreed to conduct another assessment and will be meeting with me and any interested Town Councillors to further evaluate the site and explore feasible options.
 - 2. Parking and Traffic Issues on Hoghill Street**
Following concerns raised by residents, I met with officers to discuss parking and traffic issues on Hoghill Street. Officers are currently working on potential solutions to reduce inappropriate parking and accidents. This includes the possible installation of one or two disabled bays near the crossing to provide blue badge holders with a safe parking location.
 - 3. Saturday Bus Service Funding Application**
The funding application for reintroducing a Saturday bus service is progressing well and has now reached the final stage. We are hopeful for a positive confirmation soon, which would be a significant boost for local transport accessibility.
 - 4. Pollution in the Brit**
I recently met with staff from Wessex Water to discuss pollution levels in the River Brit. I am optimistic that a collaborative approach, involving local partnerships, could help address these issues. Potential solutions include improvements in highway maintenance and better management of field runoff to mitigate pollution sources.
 - 5. Neighbourhood Plan Questionnaire & VE Day**
Finally, I would like to congratulate the Town Council on the successful production and distribution of the Neighbourhood Plan questionnaire. This is an important step in shaping the future of our community. Additionally, I commend the hard work put into planning for VE Day, ensuring that we properly commemorate this significant historical event.
- 3103 Enforcement Officer** – In the absence of the Enforcement Officer no report was received.

3104 APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllr Body, Cllr Corbett and Dorset Councillor Craig Monks.

3105 MINUTES OF THE COUNCIL MEETING HELD ON 21ST JANUARY 2025

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

3106 DECLARATIONS OF INTEREST & DISPENSATIONS

Cllr Tuff declared a prejudicial interest in agenda item 9 (b) – Prout Bridge Project.

3107 PAYMENTS AND RECEIPTS

Members were circulated with details of the payments made in March 2025 including cheque numbers 106043 – 106049, direct debits, credit card and bank payments; also cheque numbers 100057 and 100059 from the CB3 account totalling £27,488.31; also receipts totalling £4,556.99 (copy attached). Members **RESOLVED** adoption as presented.

3108 RESOLVE MINUTES OF FOLLOWING COMMITTEE MEETINGS

(a) Community Engagement Committee meeting held on 23rd January 2025

The minutes of the Extraordinary Community Engagement Committee meeting held on 23rd January 2025 having previously been circulated were **NOTED**.

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

(b) CB3 Management Committee meeting held on 10th February 2025

The minutes of the CB3 Management Committee meeting held on 10th February 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 25th February 2025

The minutes of the Finance & General Purposes Committee meeting held on 25th February 2025 having previously been circulated were **NOTED**.

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

(d) CB3 Management Committee meeting held on 10th March 2025

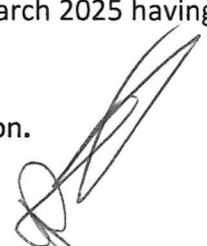
The minutes of the CB3 Management Committee meeting held on 10th March 2025 having previously been circulated were **NOTED**.

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

(e) Town Amenities Committee meeting held on 18th March 2025

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

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



3109 BUDGET COMPARISON

Members having previously been circulated with a copy of the budget as at 18th March 2025 **NOTED** the actual against the budget. No concerns or items of significance were raised.

3110 CALENDAR OF MEETINGS 2025/2026

Members had previously been circulated with a copy of the proposed Calendar of Meetings for 2025/2026. One adjustment was made to record the October Community Engagement meeting as Thursday 23rd. **RESOLVED**.

3111 CONSULTATION DOCUMENTS

No consultation documents had been received.

3112 CORRESPONDENCE

(a) Bridport Town Council – Walking Football – a challenge!

Officers and Councillors at Bridport Town Council has issued a challenge to those of Beaminster Town Council to a walking football match on a date to be arranged. Members **AGREED** to take up the Challenge.

(b) Prout Bridge Project – Public Hall

The Prout Bridge Project were proposing to host a free Christmas lunch for anyone who would be alone on Christmas Day 2025, the event would be funded and hosted by volunteers. Members were asked to consider a request to waive the hall hire charge for this event. **RESOLVED** to waive hire charges in support of a free lunch for members of the community who might be alone or vulnerable on Christmas Day.

3113 PROGRESS REPORT

Members **NOTED** progress as follows:

Public Hall – Creation of office space

Work had begun on site, a completion date week commencing 1st April 2025.

Memorial Lane – access barrier

The Town Clerk advised that subsequent to the agenda being issued there had been an issue with the quotation provided by National Grid with regard to excavating the trench. A second quotation had been obtained from a private contractor to excavate the trench at a cost of £1,500. **RESOLVED** to **ACCEPT** the quotation and seek a commencement date.

Playing Field – Public Toilet

Contractor for the project had been appointed, a commencement date awaited.

Play area

Repairs to the spinner had been completed and the new springer due to be installed in the coming days.

3114 FUTURE AGENDA ITEMS

No items were highlighted.



3115 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 licence agreement.

(a) Beaminster Football Club

The Town Clerk advised that a meeting with representatives from the Football Club, BCCP, Town Council and the Football Foundation had taken place the previous day. A formal response from the Football Foundation was awaited however as the Football Club and Town Council were jointly awarded the grant funding they were satisfied that the site would continue to run after the Town Council had taken over the facility. **NOTED.**

(b) Unauthorised image

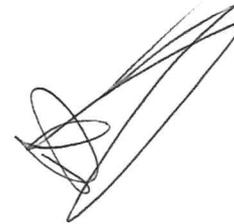
The Town Clerk advised that it had come to light that an image used on the Discover Beaminster website for which the Council had not sought permission to use, a fine of £300 had been incurred. **NOTED.**

3116 DATE OF THE NEXT MEETING

The next scheduled Council meeting would be the Annual Council meeting which would take place on Tuesday 20th May 2025, to be followed by a routine Council meeting. **NOTED.**

3117 MEETING

The meeting commenced at 7.00pm and closed at 9.00pm

A handwritten signature in black ink, consisting of several overlapping loops and a long horizontal stroke extending to the right.

Chairman
20th May 2025

BEAMINSTER TOWN COUNCIL

RECEIPTS AND PAYMENTS - March 2025

PAYMENTS

Payment Type	Supplier	Description	Cost Centre	Net	VAT	Total	Date Paid
Direct Debits							
D/D	Autorama	Van Service Plan	301			30.42	03/03/2025
D/D	BT	Cowie Room Phone line	101	127.63	25.53	153.16	10/03/2025
D/D	Dorset Council	CB3 Inspection	600	109.98	22	131.98	17/03/2025
D/D	Ecotricity	Electricity Charges Jan 25	201	117.04	5.85	122.89	20/03/2025
D/D	Ecotricity	Electricity Charges feb 25	201	157.47	7.87	165.34	20/03/2025
D/D	Ecotricity	Gas Charges Feb 25	201	49.22	2.46	51.68	20/03/2025
D/D	Ecotricity	Electricity Charges feb 25	201	203.23	10.16	213.39	20/03/2025
D/D	HSBC	CB3 Account Bank Charges Jan 2025	600	19.09		19.09	20/03/2025
D/D	NOW Pensions	Pension contributions Feb 2025	101/201/301			923.62	11/03/2025
D/D	NOW Pensions	Pension admin Fee Feb25	101	20	4	24.00	03/03/2025
D/D	O2	Mobile Phones CB3 & EO Monthly	600/305	26.88	5.38	32.26	06/03/2025
D/D CB3	UK Fuels	Fleet control & Insights Charge	101	4	0.8	4.80	03/03/2025
D/D CB3	UK Fuels	Fuel Supply - CB3	600/101	99.49	19.9	119.39	10/03/2025
D/D CB3	UK Fuels	Fuel Supply - CB3	600	91.34	18.28	106.62	17/03/2025
D/D	Lex Autolease	Electric van lease	301	323.96	64.79	388.75	03/03/2025
D/D	VPW Systems	Agility Voice - Quarterly	101	68.86	13.77	82.63	07/03/2025
D/D	VPW Systems	Software Maintenance Agreement 25/26	105	109	21.8	130.80	11/03/2025
D/D	YGP	Gas Supply PH	201	332.67	16.63	349.30	10/03/2025

Bank Payment

BACS	Donovan Ateyo	March Salaries 2025	101/201/301	13704.61		13,704.61	11th&13th Mar25
BACS	Eden Enterprises	Feb 25 - Social Media Package	106/102	543		543.00	28/02/2025
BACS	Overwatch Security	Dorset Gates - Barrier MPF	301	3619.65	723.93	4,343.58	12/03/2025
BACS	Dylan Ross	IT Support and hosting Jan25	106	150		150.00	28/02/2025
BACS	Dylan Ross	IT Support and hosting Feb25	106	150		150.00	14/03/2025
BACS	OCD	Feb25 - Cleaning of PT	206	896		896.00	04/03/2025
BACS	Alan Dawkins	Reimbursement - Anti-Freeze	600	3.5	0.7	4.20	18/03/2025
BACS	Rachel Goode	Reimbursement - New mobile phone CF	404	120		120.00	28/02/2025
BACS	Toolstation	Tools and supplies MPF	301	206.18	41.24	247.42	20/03/2025

C/FWD 23208.93

**BEAMINSTER TOWN COUNCIL
RECEIPTS AND PAYMENTS - March 2025**

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: 25th March 2025


KEY	
	Payments over £500
	Grants Received

**Beaminster Town Council Current Year
Annual Budget - By Centre (Actual YTD Month 12)**
Note: 18th March 2025

	<u>2023-2024</u>		<u>2024-2025</u>			<u>2025-2026</u>			
	Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
101 Administration									
1000 Bank Interest	150	2,596	800	2,479	2,479	0	2,000	0	0
1025 NSIB - Interest	400	3,217	1,000	3,965	3,965	0	1,500	0	0
1036 CIL	0	7,105	0	0	0	0	0	0	0
1131 Neighbourhood Plan Grant	0	0	0	8,751	8,751	0	8,000	0	0
Total Income	550	12,917	1,800	15,195	15,195	0	11,500	0	0
4000 Salaries	44,885	49,472	71,522	66,654	66,654	0	73,022	0	0
4001 Employers NI	3,090	3,688	3,802	5,717	5,717	0	8,182	0	0
4002 Insurance	9,967	10,511	10,403	14,930	10,976	0	11,305	0	0
4003 Telephone	440	523	572	871	871	0	700	0	0
4004 Photocopier Lease	924	901	880	1,074	1,074	0	970	0	0
4005 Health & Safety Issues	110	24	120	85	85	0	120	0	0
4006 Internal Audit	882	806	902	356	760	0	836	0	0
4007 External Audit	630	840	924	840	840	0	924	0	0
4008 DAPTC Subscription	991	944	990	990	990	0	1,287	0	0
4009 Chairman's Allowance	330	0	690	0	0	0	300*	0	0
4010 Councillors Training	220	313	1,000	310	310	0	400	0	0
4011 Staff Training	110	986	200	128	128	0	500	0	0
4013 Annual Parish Meeting	1,073	1,807	1,000	0	1,000	0	1,200	0	0
4015 Stationery	720	1,220	1,000	868	868	0	1,010	0	0
4040 Legal Expenses	500	0	3,200	0	1,000	0	2,000	0	0
4041 Postage	275	275	350	216	216	0	385	0	0
4047 Bank Charges	426	338	830	264	280	0	330	0	0

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**Beaminster Town Council Current Year
Annual Budget - By Centre (Actual YTD Month 12)**
Note: 18th March 2025

	2023-2024		2024-2025				2025-2026		
	Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
1129 Kings Coronation Flag	0	375	0	0	0	0	0	0	0
1134 VE Day	0	0	0	2,675	0	0	0	0	0
Total Income	5,000	5,175	0	5,421	2,745	0	0	0	0
4052 Bunting	610	600	660	742	742	0	816	0	0
4068 Skate Park Safeguarding	5,000	5,000	0	0	0	0	2,000	0	0
4078 Skate Park Jam	1,000	0	0	0	0	0	0	0	0
4096 Grants - other powers	0	0	2,000	0	0	0	1,500	0	0
4135 King Charles III Coronation	1,000	585	0	0	0	0	0	0	0
4246 Remembrance Day Parade	256	406	450	432	423	0	900	0	0
4269 Prout Bridge Project	0	0	0	2,745	2,745	0	0	0	0
4509 Section 137	0	-65	2,000	1,000	1,000	0	1,500	0	0
4610 VE Day Expenses	0	0	0	662	0	0	600	0	0
Overhead Expenditure	7,866	6,525	5,110	5,581	4,910	0	7,316	0	0
Movement to/(from) Gen Reserve	(2,866)	(1,350)	(5,110)	(161)	(2,165)		(7,316)		
103 Christmas Lights Festival									
1094 Christmas cards	0	-60	0	0	0	0	0	0	0
1114 Donations/Sponsorship	0	0	1	2,501	2,501	0	0	0	0
1118 Stalls Etc	0	0	0	50	50	0	0	0	0
1120 Traders Trees	2,500	2,308	2,600	1,686	1,686	0	1,700	0	0
1132 Street collection	0	0	1	0	0	0	1	0	0
Total Income	2,500	2,248	2,602	4,237	4,237	0	1,701	0	0
4115 Sundries	0	0	0	74	74	0	1	0	0

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**Beaminster Town Council Current Year
Annual Budget - By Centre (Actual YTD Month 12)
Note: 18th March 2025**

	2023-2024		2024-2025			2025-2026			
	Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMIR	Carried Forward
Movement to/(from) Gen Reserve	<u>(6,479)</u>	<u>(5,114)</u>	<u>(5,324)</u>	<u>(6,565)</u>	<u>(6,565)</u>		<u>(9,118)</u>		
106 Discover Beaminster Website									
4086 Domain Name registration	40	0	0	0	0	0	0	0	0
4261 Website renewal fees	50	0	0	0	0	0	0	0	0
4282 Marketing	3,300	3,509	3,630	3,045	3,345	0	4,059	0	0
4283 Website support	1,630	1,350	1,584	1,440	1,440	0	1,848	0	0
4284 Development	5,000	1,620	2,000	140	140	0	2,000	0	0
4287 Website Hosting	443	300	396	400	400	0	396	0	0
Overhead Expenditure	<u>10,463</u>	<u>6,779</u>	<u>7,610</u>	<u>5,025</u>	<u>5,325</u>	<u>0</u>	<u>8,303</u>	<u>0</u>	<u>0</u>
Movement to/(from) Gen Reserve	<u>(10,463)</u>	<u>(6,779)</u>	<u>(7,610)</u>	<u>(5,025)</u>	<u>(5,325)</u>		<u>(8,303)</u>		
107 Discover Beaminster Campaign									
4018 Advertising	700	0	700	300	300	0	0	0	400
4082 Promotional Video	557	0	557	0	0	0	0	0	557
4083 Digital Campaign	250	0	250	0	0	0	0	0	250
4089 Scarecrow Comp	320	434	0	25	25	0	50	0	0
4099 Information screen	0	43	1,000	0	0	0	2,000	0	0
Overhead Expenditure	<u>1,827</u>	<u>476</u>	<u>2,507</u>	<u>325</u>	<u>325</u>	<u>0</u>	<u>2,050</u>	<u>0</u>	<u>1,207</u>
Movement to/(from) Gen Reserve	<u>(1,827)</u>	<u>(476)</u>	<u>(2,507)</u>	<u>(325)</u>	<u>(325)</u>		<u>(2,050)</u>		
108 Precept									
1076 Precept	241,935	241,935	270,967	270,967	270,967	0	303,483	0	0
Total Income	<u>241,935</u>	<u>241,935</u>	<u>270,967</u>	<u>270,967</u>	<u>270,967</u>	<u>0</u>	<u>303,483</u>	<u>0</u>	<u>0</u>

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Annual Budget - By Centre (Actual YTD Month 12)

Note: 18th March 2025

	2023-2024		2024-2025			2025-2026			
	Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
4070 External Decoration	3,000	721	2,700	2,276	2,276	0	3,000	0	0
4080 Fire Alarm/Lighting Testing	295	103	330	537	537	0	590	0	0
4109 Main Hall Enhancements	5,000	484	5,516	5,516	5,516	0	0	0	0
4140 Contract Clean (staff)	0	112	120	0	0	0	120	0	0
4143 Replacement doors (Public Hall)	0	1,965	0	0	0	0	0	0	0
4218 Hygiene services	1,131	511	741	1,404	1,404	0	1,687	0	0
4221 PAC testing	200	0	200	0	0	0	0	0	0
4247 Premises License	400	180	198	180	180	0	218	0	0
4276 Window cleaning	420	300	420	270	300	0	420	0	0
4600 Pension Employers con	1,099	867	967	1,312	1,311	0	1,215	0	0
4603 Pension Employees Contribution	659	520	580	787	787	0	729	0	0
4611 Facia Replacement	0	0	0	11,882	0	0	0	0	0
Overhead Expenditure	53,605	51,409	52,525	62,577	53,345	0	51,015	0	0
201 Net Income over Expenditure	-43,755	-29,056	-40,760	-50,755	-41,894	0	-39,937	0	0
6000 plus Transfer from EMR	0	5,359	0	12,610	0	0	0	0	0
Movement to/(from) Gen Reserve	(43,755)	(23,697)	(40,760)	(38,145)	(41,894)		(39,937)		
205 Fleet Club									
1008 Rent	3,850	3,850	6,000	3,529	3,850	0	4,200	0	0
Total Income	3,850	3,850	6,000	3,529	3,850	0	4,200	0	0
4024 General Maintenance	0	483	300	-85	0	0	0	0	0
4143 Replacement doors (Public Hall)	0	968	0	0	0	0	0	0	0
Overhead Expenditure	0	1,451	300	-85	0	0	0	0	0

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**Beaminster Town Council Current Year
Annual Budget - By Centre (Actual YTD Month 12)**
Note: 18th March 2025

	<u>2023-2024</u>		<u>2024-2025</u>			<u>2025-2026</u>			
	Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
4024	550	1,019	550	597	597	0	700	0	0
4026	770	762	2,990	4,521	2,990	0	3,000	0	0
4028	10,120	10,119	10,120	10,119	10,120	0	10,120	0	0
4029	2,500	3,224	2,750	2,263	2,500	0	2,530	0	0
4030	1,100	1,417	1,430	1,203	1,200	0	1,430	0	0
4031	1,000	686	1,000	772	600	0	500	0	0
4032	150	0	150	0	0	0	150	0	0
4033	175	52	100	33	50	0	100	0	0
4034	470	427	470	449	449	0	500	0	0
4035	2,000	891	1,000	2,863	1,000	0	1,000	0	0
4036	427	304	304	309	309	0	304	0	0
4043	165	163	185	221	300	0	330	0	0
4044	860	329	0	0	0	0	0	0	0
4053	350	0	0	0	15,774	0	0	0	15,774
4055	500	255	500	0	5,600	0	2,000	0	5,600
4057	152	0	0	0	0	0	0	0	0
4062	420	520	572	520	520	0	572	0	0
4092	20,000	0	0	978	978	0	0	0	0
4112	0	0	0	2,230	2,230	0	0	0	0
4113	4,665	4,211	4,665	3,564	3,888	0	4,665	0	0
4131	0	336	0	0	0	0	0	0	0
4144	0	240	500	334	36	0	440	0	0
4275	220	354	400	426	426	0	300	0	0
4501	1,600	1,677	1,176	1,207	1,207	0	1,243	0	0

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Annual Budget - By Centre (Actual YTD Month 12)

Note: 18th March 2025

	<u>2023-2024</u>		<u>2024-2025</u>			<u>2025-2026</u>			
	Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMIR	Carried Forward
4021 Water	135	33	75	74	76	0	80	0	0
4035 Trees & Hedges	0	80	300	370	370	0	400	0	0
4081 Cemetery General Maintenance	0	166	0	133	133	0	55	0	0
4235 Extension work	3,500	0	23,500	17,283	17,283	0	0	0	0
Overhead Expenditure	3,760	542	24,165	18,272	18,274	0	988	0	0
Movement to/(from) Gen Reserve	<u>(2,260)</u>	<u>3,131</u>	<u>(21,265)</u>	<u>(15,657)</u>	<u>(15,659)</u>		<u>1,612</u>		
305 Enforcement Officer									
4085 Uniform/Protection Equip.	100	121	120	99	100	0	110	0	0
4104 Dog signs	0	0	0	120	120	0	150	0	0
4115 Sundries	0	0	0	63	63	0	0	0	0
4532 Mobile Phone	170	166	163	187	187	0	205	0	0
Overhead Expenditure	270	287	283	469	470	0	465	0	0
Movement to/(from) Gen Reserve	<u>(270)</u>	<u>(287)</u>	<u>(283)</u>	<u>(469)</u>	<u>(470)</u>		<u>(465)</u>		
308 Yarn Barton Centre									
1008 Rent	1	1	1	1	1	0	1	0	0
Total Income	1	1	1	1	1	0	1	0	0
4211 Rent re Yarn Barton	1	1	1	1	1	0	1	0	0
Overhead Expenditure	1	1	1	1	1	0	1	0	0
Movement to/(from) Gen Reserve	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>		<u>0</u>		
310 Emergency Planning									

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