



Minutes of the Town Council meeting held on Tuesday 28<sup>th</sup> May 2019 in the Public Hall, Beaminster at 7.00pm

Due to conflicting information a member of the public sought clarification from Dorset Councillor Mrs Knox as to whether the Council or the Bus Operator were responsible for setting the No 6 bus timetable. In response Cllr Mrs Knox stated as far as she was aware, as a commercial bus route, the timetable would have been set by the bus operator however she would refer the question to the Travel Team for a definitive response.

On behalf of St Mary's Church ECO Group and the Beaminster Area ECO Group, Mr Dower and Mrs Perrott offered their support to agenda item 19 – Climate Change and had circulated a paper to members of the Town Council prior to the meeting for consideration.

**2196 PRESENT** – Cllr Turner (Chairman), Cllr Beswarick, Cllr Cheeseman, Cllr Corbett, Cllr Dawkins, Cllr Drinnan, Cllr Monks and Cllr Mrs Page.

**2197 IN ATTENDANCE** – Mrs Christine Bright (Town Clerk), Dorset Council representative Cllr Mrs R Knox; also seven members of the public.

**2198 REPORTS FROM AND QUESTIONS FOR:**

**(a) Dorset Police**

In the absence of a Police representative the Town Clerk read a report on behalf of PCSO Alex Bishop.

**(b) Dorset Council**

Cllr Mrs Knox reported –

- Unfortunately due to a technicality the motion prepared to go to the first meeting of the elected Dorset Council with regard to a Climate Emergency could not formally go forward however it remained in existence and would be put to the next meeting.
- She had decided not to put her name forward for Leader of the Council as she wished to have more freedom to speak on issues such as the Health & Well Being agenda as she firmly believed communities could do much more.
- Dorset Council had been congratulated on their verge side management.
- The adoption of a policy whereby identified Dorset Council would be made available to groups or organisations to undertake community projects.
- Some spur roads were due to be resurfaced however Hogshill Street had been deferred until completion of the repairs to the former bank.
- The Chairman of the Western Planning Committee was Cllr Christopher, the representative for the Marshwood area. Cllr Mrs Knox stressed that if the Town Council felt strongly that an application should be determined by the Planning Committee it should make the request very clear in its response.

**2199 APOLOGIES** – Apologies for absence were received from Cllr Body.

**2200 DECLARATIONS OF INTEREST & DISPENSATIONS**

No declarations of interest had been received.

**2201 MINUTES OF THE ANNUAL COUNCIL MEETING HELD 14<sup>th</sup> May 2019**

The minutes of the Annual Council meeting held on 14<sup>th</sup> May 2019 having previously been circulated were amended to record Cllr Corbett as attending the meeting; also for clarity to amend the asset value at 31<sup>st</sup> March 2019 as £1,012,790.

The amended minutes were approved and signed as a correct record.

**2202 REPORTS FROM OUTSIDE ORGANSATIONS**

- (a) **DAPTC** – Cllr Mrs Page advised of a meeting of the Western Area at which members were saddened to learn that Mr Hill, an employee of West Dorset District Council was no longer in post, members hoped that Dorset Council would appoint a replacement as his input had been invaluable. Cllr Mrs Page also reported that the DAPTC had circulated member councils with a questionnaire seeking information on projects previously being discussed with West Dorset District Council that had not yet reached a conclusion.
- (b) **CAB** – Cllr Dawkins advised he had attended a recent meeting where once again, concerns had been expressed with regard to the reduction in funding. Trustees had expressed their gratitude to Beaminster Town Council for its financial support.
- (c) **Beaminster Youth Club** - In the absence of a representative the Town Clerk read a report submitted by the Manager, the content of which was **NOTED**.
- (d) **Flood Wardens** – Cllr Cheeseman advised that an invitation had been extended to all flood wardens to visit one of the Environment Agency's control centres.

**2203 MATTERS ARISING FROM PREVIOUS MEETING**

- (a) **Min No 2180 Recreations & Amenities Committee** – having tendered his apologies for the Annual Council Meeting Cllr Monks expressed an interest in becoming a member of this Committee. **RESOLVED**.
- (b) **Min No 2184 – Beaminster Activity Area Development Committee** - having tendered his apologies for the Annual Council Meeting Cllr Monks expressed an interest in becoming a member of this Committee. **RESOLVED**.
- (c) **Min No 2186 – Appointments to Outside Bodies** - having tendered his apologies for the Annual Council Meeting Cllr Monks expressed an interest in representing the Town Council on BAVLAP. **RESOLVED**.

**2204 PAYMENTS AND RECEIPTS**

Members had previously been circulated with the schedule of payments, cheque numbers 104816 to 104836 issued, together with direct debit payments between 1<sup>st</sup> May 2019 and 31<sup>st</sup> May 2019 totalling £17,610.28; also receipts totalling £88,850.24.

Members **RESOLVED** to **APPROVE** the schedule, a copy of which is attached.

**2205 PUBLICITY & COMMUNITY ENGAGEMENT WORKING GROUP**

Having previously been circulated members **NOTED** the minutes of the PACE meeting held on 26<sup>TH</sup> April 2019.

There being no items raised for discussion the Minutes were **ADOPTED**.

**2206 DISCOVER BEAMINSTER**

**NOTED** the Website project continued to make good progress.

**2206 INTERNAL AUDIT REPORT 2018/19**

Members had previously been circulated with a copy of the second Internal Audit Report of 2018/19 the content of which was **NOTED**.

The Town Clerk drew attention to three medium and one low risk recommendations. Two medium risks related to administration of the CB3 bus, one medium risk related to the requirement to prepare accounts on an Income & Expenditure basis going forward, the low risk related to a missing digit in respect of the Scale Point for the Office Assistant which should have read SCP 1.

For clarity members **APPROVED** the CB3 fares, a copy of which are attached.

Members **RESOLVED** to **APPROVE** the action taken.

**2207 ANNUAL RETURN FOR THE YEAR ENDED 31 MARCH 2019**

Members had previously been circulated with a copy of the Statement of Accounts and the Annual Governance Statement for the financial year ended 31<sup>st</sup> March 2019.

Members **RESOLVED** to **APPROVE** and sign the Statement of Accounts and having confirmed compliance, **RESOLVED** to sign as **APPROVED** the Annual Governance Statement.

**2208 BANK MANDATE**

Due to a significant number of changes to Council membership following the May elections the Town Clerk advised a new bank mandate would be required. It was **AGREED** to refer the mandate to the Finance & General Purposes Committee.

The Town Clerk advised that, having made enquiries with regard to online banking arrangements, the Council were required to resolve transaction limits and authorisation. It was **AGREED** to refer this item to the Finance & General Purposes Committee for consideration.

**2209 THE GENERAL POWER OF COMPETENCE**

The Town Council, having duly considered the criteria for eligibility, **RESOLVED** that on this day, it met the electoral mandate and that the Town Clerk held the relevant qualifications and **RESOLVED** to **ADOPT** the Power of General Competence.

**2210 MINUTES OF THE NEIGHBOURHOOD PLAN GROUP HELD ON 18<sup>TH</sup> MARCH 2019 AND 29<sup>TH</sup> APRIL 2019**

Members had previously been circulated with the minutes of the Neighbourhood Plan Group meetings held on 18<sup>th</sup> March and 29<sup>th</sup> April 2019. **NOTED**.

Cllr Mrs Page advised the next meeting had been scheduled for Monday 3rd June, the focus of that meeting would be a review of the Local Plan policies.

**2211 BEAMINSTER BRANCH RBL**

Members **NOTED** correspondence received from RBL in which a financial contribution had been sought towards the hire cost of the Band for the Remembrance Day Parade. Members **RESOLVED** to fund 50%.

**2212 BEAMINSTER FESTIVAL**

Members **NOTED** correspondence received from the Artistic Director in which a request had been made for consideration of utilising the Community Bus to transport local seniors to Horn Park for an open garden event. Members felt it would be a good opportunity to raise the profile of the Community Bus. **APPROVED.**

The correspondence also enquired whether the Festival might borrow a number of chairs from the Public Hall for an event taking place at St Mary's Church. **APPROVED.**

**2213 CB3 – COMMUNITY BUS**

**(a) Bank Holiday service**

The Chairman enquired of members whether, in the absence of bus services on Bank Holidays, they felt it appropriate to apply to operate the CB3 service. Members **RESOLVED** to support an application for Bank Holidays with the exception of Christmas Day, Boxing Day and New Years Day.

**(b) Banking arrangements**

The Town Clerk reported a number of issues with regard to the clarity of monies coming into the councils bank account in respect of concessionary fares and put forward the suggestion of a separate CB3 bank account. Members **AGREED** in principle.

The Chairman advised that an application would be submitted to the Office of the Traffic Commissioner for minor amendments to the route, those parishes affected had been informed.

**2214 DOG FOULING**

**AGREED** to defer the item to the next meeting.

**2215 CLIMATE CHANGE**

Members **NOTED** a petition received in which the Town Council were urged to declare a 'Climate Emergency' and consider the Town Council's role locally.

In addition to the petition members had previously been circulated with a paper submitted by St Mary's Church ECO Group and Beaminster Area ECO Group endorsing the petition and offering assistance with any subsequent action.

Members **RESOLVED** to declare a 'Climate Emergency' and **AGREED**, as a first step to identify those activities and responsibilities undertaken by the Town Council which would benefit from a review, and to work closely with the two ECO Groups and other organisations to endeavour to make a positive contribution.

**2216 CONSULTATIONS**

No consultation documents had been received.

**2217 CORRESPONDENCE**

- (a) **Beaminster Festival** – members **NOTED** correspondence expressing the Trustees gratitude to the Council for the donation of £500.

**2218 PROGRESS REPORT**

Members had previously been circulated with the latest progress report, the content of which was **NOTED**.

**2219 FUTURE AGENDA ITEMS**

Items identified were:

- Climate Change

**2220 PUBLIC BODIES (Admission to Meeting) Act 1960**

Members **RESOLVED** that public and press be excluded from the meeting whilst discussion took place on the next item on the agenda on the grounds that publicity would be prejudicial to the public reason of the confidential nature of the business to be transacted in respect of a staffing issue.

**Postholder 202** - Members **RESOLVED**, in the exceptional circumstances, to compensate the post holder in line with the Town Clerk's confidential report.

**2221 CO-OPTION OF COUNCILLORS**

Following the earlier interviews members **RESOLVED** to co-opt Mrs Julie Cooke and Mr David Langridge to the Town Council.

**2222 DATE OF NEXT MEETING**

The date of the next meeting would take place on Tuesday 18<sup>th</sup> June 2019.

**2223 MEETING**

The meeting which commenced at 7.00pm, closed at 9.25pm.

CHAIRMAN  
18<sup>th</sup> June 2019