



Minutes of the Virtual Town Council meeting held on Tuesday 26th January 2021 via Zoom.

2505 Members on line – Cllr Monks (Chairman), Cllr Beswarick, Cllr Cheeseman, Cllr Corbett, Cllr Dawkins, Cllr Drinnan, Cllr Langridge, Cllr Mrs Page and Cllr Turner; also the Town Clerk.

Dorset Police - In the absence of a representative the Town Clerk read a report received from PCSO Bishop.

Dorset Councillor Mrs Knox – In the absence of Cllr Mrs Knox no report was received.

2506 APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllr Mrs Cooke, Dorset Councillor Mrs Knox and PCSO Bishop.

2507 DECLARATIONS OF INTEREST & DISPENSATIONS

No declarations were made.

2508 MINUTES OF THE BEAMINSTER TOWN COUNCIL MEETING HELD ON 24TH NOVEMBER 2020

Having previously been circulated with a copy of the minutes of the virtual Town Council meeting held on 24th November 2020 were **RESOLVED** for signature by the chairman.

2509 MINUTES OF THE EXTRAORDINARY TOWN COUNCIL MEETING HELD ON 5TH JANUARY 2021

Having previously been circulated with a copy of the minutes of the virtual Extraordinary Town Council meeting held on 5th January 2021 were **RESOLVED** for signature by the chairman.

2510 PAYMENTS & RECEIPTS

Members had previously been circulated with details of the payments made in January 2021 including cheque numbers 1052798 – 105289, direct debits and bank payments totalling £19,104.76; also receipts totalling £591.33 (copy attached). Members **RESOLVED** adoption as presented.

2511 COVID 19 – CREDITOR PAYMENTS

The Town Clerk advised a small number of creditors had enquired with regard to direct bank payment due to difficulties in accessing banking facilities during the pandemic. The Clerk referred to members to the previously agreed bank payment limits set in preparation for moving to online payments, those being £7,000 maximum in one transaction and a daily spending limit of £20,000.

Members **RESOLVED** to delegate authority to the Town Clerk to settle creditors accounts via direct bank payments in accordance with the limits set on occasions when it was absolutely necessary.

2512 SKATE PARK PROJECT

Cllr Drinnan advised a virtual meeting had taken place with Kirsty Main from the National Lottery who had talked through the funding process which appeared to be straightforward. A site meeting had taken place with the contractors and a start date if 22nd February had been agreed subject to weather and ground conditions.

Suggestions were put forward for signage of the project, these to be discussed with the contractor; members **AGREED** to close the car park for parking for the duration of the works, arrangements to be made for sports teams if necessary.

2513 TOWN DIRECTORY

The Chairman advised the Beaminster Restart Group had discussed the proposal put forward by Cllr Beswarick for a Town Directory based on a similar booklet he had produced in the past. The booklet would contain all the local information, businesses, organisations, places of interest etc. with the intention to deliver to every household in the town.

NOTED that it would be a large undertaking to gather the necessary information and compile a document for printing, with no current budget members **AGREED** to explore the proposal further.

2514 REVIEW OF POLICY DOCUMENTS

The Town Clerk advised the annual review of the Town Councils Policy Documents had not been undertaken in May 2020 due to the circumstances relating to the pandemic, however with the introduction of virtual meetings members had previously been circulated with the following Policy documents:

- **Standing Orders**
A small number of minor typographic errors were highlighted; with the amendments members **RESOLVED** to **ADOPT** Standing Orders.
- **Financial Regulations**
There appeared to be some confusion with regard to documents circulated for which the Town Clerk apologised; members **AGREED** to review the Regulations at the next Town Council meeting.
- **Freedom of Information Policy**
No amendments were discussed; members **RESOLVED** to **ADOPT** the policy as circulated.
- **Health & Safety Policy**
No amendments were discussed; members **RESOLVED** to **ADOPT** the policy as circulated.

Cllr Turner enquired whether an appropriate Health & Safety Audit had been undertaken in recent years and questioned whether there was a need for additional first aid training. The Town Clerk advised first aid training had previously been mooted however in the current circumstances any training had been postponed; she would enquire with the Building Consultant with regard to an Audit.

2515 DORSET COUNCIL FREE PARKING POLICY

Members had previously been circulated with the detail of Dorset Councils intention to standardise a clear framework for Town Councils when applying for 'free parking' days.

NOTED Dorset Council would permit six free parking days as follows:

- 4 days each year at the request of the Town or Parish Council to generate footfall in the town (excluding December)
- Free parking at the request of the Town or Parish Council on 1 day in December only
- Free parking on 'Small Business Saturday' in December

No other days would be considered in December unless the Town or Parish Council were willing to meet the cost of lost income.

Members sought clarity with regard to the proposal; also the introduction of Sunday parking charges in respect of the Square.

2516 CONSULTATION DOCUMENTS

(a) Dorset Council Local Plan

Members **NOTED** consultation on the Local Plan commenced on 18th January 2021 and ran until 15th March 2021. A meeting of the Working Group was set for Tuesday 2nd February at 12 Noon.

Cllr Cheeseman advised he had recently viewed a Dorset Council Webinar in which the overall policy of the document had been explained, he advised of a further event on 4th February specifically relating to the Bridport/Beaminster area. **NOTED.**

2517 CORRESPONDENCE

(a) Beaminster Area Team Ministry – to NOTE a letter of thanks received for the Councils donation of £100 to the Beaminster Food Bank.

(b) Beaminster resident – Isobelle Maling – to NOTE a letter received to express her thanks to all those involved in:

- The excellent Christmas lights, not only in the town centre but also the many households that had great displays;
- The new 'Welcome to Beaminster' gateway signs
- All the organisation of the volunteers and the volunteers themselves
- All the business owners in the town, who struggled to keep residents fed and watered under such difficult circumstances.

2518 CLIMATE & LONG TERM RESILIENCE PLAN WORKING GROUP

Cllr Cheeseman advised the Working Group had held all three meetings and Mr Dower had now produced a report for consideration by the Town Council, he suggested that in order to give the lengthy document due time it would best be considered at a special council meeting. **AGREED** and date set for Thursday 11th February 2021 at 7.00pm.

2519 NEIGHBOURHOOD PLAN

Cllr Mrs Page advised there had been further progress.

2520 PROGRESS REPORT

Members had previously been circulated with a progress report to date **NOTED**.

- **Public Hall** – the Town Clerk advised decorators we due to start in the Cowie Room tomorrow (Wednesday), new windows in main hall to be installed on Thursday/Friday.
- **Public Toilet** – Tender documentation had been sent out with a return date of 15th February 2021

Under this heading Cllr Dawkins enquired whether a further traffic census had been carried out in Clay Lane following the installation of the road markings in 2019, Town Clerk to enquire of Dorset Council.

Under this heading Cllr Beswarick enquired with regard to a replacement Fleet Street name sign together with No Through Road markings.

2521 ITEMS FOR FUTURE AGENDA

No items were raised.

2522 MEETING

The meeting which commenced at 7.00pm, closed at 8.50pm.

2523 DATE OF NEXT MEETING

The next Council meeting would take place on Tuesday 23rd February 2021 at 7.00pm.

CHAIRMAN
23rd February 2021