

**Bob Gillis
Town Clerk**

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To all Town Councillors

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24 January 2012

Dear Councillor

You are hereby summoned to attend a meeting of the Town Council to be held at **MOUNTFIELD**, Bridport on **Tuesday 31 January 2012 at 7:00 pm**, when it is proposed to transact the following business.

Yours sincerely

Town Clerk

The meeting is open to the public

AGENDA

PUBLIC FORUM

Immediately preceding the Council's meeting a period of up to 30 minutes or less as the case may be, will be allowed for members of the public present, who are electors of residents in the parish of Bridport or adjoining parishes, to ask questions and make statements primarily in respect of items on the agenda of this Town Council meetings but also in the interests of wider public discussion.

Prior to the meeting, Inspector Mike Darby will update members on the current policing of the town.

1. **APOLOGIES**

To receive apologies for absence submitted by Members.

2. **MINUTES**

To confirm the minutes of the meeting of the Town Council held on 29 November 2011 (copy herewith).

3. **DECLARATIONS OF INTEREST**

To receive any declarations of interest by members.

4. **STANDING ORDER 14(b)**

Questions, if any, pursuant to Standing Order 14(b).

5. **COMMITTEES**

To receive and consider the minutes of the following meetings:

a. **Plans: 5 December 2011 (previously circulated)**

(Min no 68) Dorset - Wide Gypsy, Traveller and Travelling Showpeople Site Allocations Joint Development Plan

RECOMMEND: that it be noted that sites had not been allocated in the Bridport area and therefore at this time no comment be made in response to the proposals.

9 January 2012 (copy herewith)

b. **Finance and General Purposes: 18 January 2012 (copy herewith)**

(Min no 102) Bridport Youth Council

RECOMMEND: that a working party of councillors be established to look at the options for the establishment of a Youth Council.

(Min no 103) Financial Estimates 2011/2012 – 3rd Revision

RECOMMEND: that the 3rd revision of the estimates for the year 2011/2012 be approved.

(Min no 104) Budget and Estimates 2012/2013

RECOMMEND:

(a) that the use of reserves as set out in section 4 of the report be approved for 2012/13.

(b) that the draft estimates for 2012/13 as set out in Appendix A be approved to deliver the projects in Appendix C.

(c) that the proposed fees and charges set out in Appendix B to the report be approved for 2012/13, and

(d) that the precept levied by the Town Council for 2012/13 shall be increased to £445,517 (option 2 in the report). The annual Band D charge to increase from £119.47 to £132.94.

(Min no 111) Land at Park Road – Outline Design Proposals

RECOMMEND:

(a) that the proposals and outline Design Plan for the land at the north east of Park Road be approved,

- (b) that following the transfer of the land from West Dorset District Council, it be managed in partnership with the Bridport Community Orchard Group and the Town Clerk be given delegated authority to conclude a management agreement, and
- (c) that the Town Clerk be given delegated authority to complete the freehold transfer of the land from West Dorset District Council.

(Min no 114) Health and Safety Statement

RECOMMEND: that the revised Health and Safety Policy Statement be adopted.

(Min no 119) Review of the Effectiveness of Internal Audit

RECOMMEND: that the existing internal audit arrangements continue for 2012/13.

(Min no 120) Review of Risk Assessment and Management

RECOMMEND: that the Risk Assessment and Management Strategy policy document be approved.

6. ELECTION OF TOWN MAYOR, DEPUTY TOWN MAYOR AND LEADER OF THE COUNCIL 2012/2013

In accordance with Standing Order 4(d) (1) all members have been invited to submit nominations for the posts of Town Mayor, Deputy Town Mayor and Leader of the Council. The nominations received will be reported to the meeting and the Council will be invited to approve its preferred candidates to go forward to the Annual Town Council meeting (Mayor Making), where the elections to these posts shall take place.

7. EVENTS 2012

Town Clerk to update on planning to mark the Spirit of Bridport and the Diamond Jubilee.

8. COMMUNICATIONS

To receive such communications as the Town Mayor, ENCL: 2499, Leader of the Council and the Town Clerk may wish to report to Council.

9. PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960

"That in view of the confidential nature of the business about to be transacted, it is advisable in the public interest that the public be temporarily excluded and they are instructed to withdraw."

10. CEMETERY

Town Clerk to report.

**The next meeting of Bridport Town Council will be held
on 17 April 2012**