

**Bob Gillis
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To all Town Councillors

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17 January 2017

Dear Councillor

You are hereby summoned to attend a meeting of the Town Council to be held in the **TOWN HALL** Bridport on **Tuesday 24 January 2017 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

OPEN PUBLIC FORUM

Prior to the start of each ordinary Council meeting, there will be an Open Public Forum of up to 45 minutes for electors or residents in the parish of Bridport or adjoining parishes. This will be in two parts.

- a public discussion on a particular issue of current interest. There will be no time limits on public contributions in this section of the Open Forum. The subject for discussion at this meeting is: Play and Recreation Areas, including the Skate Park.
- public questions or statements, primarily in respect of items on the agenda of the Town Council meeting, but also in the interests of wider public discussion. Each question/contribution under this section will not exceed three minutes in duration.

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 22 November 2016 (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. **BRIDPORT COMMUNITY HUB**
There will be a presentation on the latest position on “Bridport Connect”, the proposed new community hub from Dorset County Council. The Programme Manager will be attending.
6. **COMMITTEES**
To receive and consider the minutes of the following meetings:
 - a. **Planning** **28 November 2016** **(previously circulated)**
 - b. **Planning** **9 January 2017** **(copy herewith)**
 - c. **Finance and General Purposes** **18 January 2017** **(copy to follow)**

Including the following recommendations (to be confirmed in the minutes):

(Min No. 91)
RECOMMEND **Best Value and Scrutiny Sub Committee**
that Cllrs Gill Massey and Sarah Williams be added to the list of councillors authorised to approve payments.

(Min No.94)
RECOMMEND: **Financial Estimates 2016/17 – 3rd Revision**
that the 3rd revision of the estimates for the year 2016/17 be approved.

(Min No.95)
RECOMMEND **Budget and Estimates 2017/18**

- a) that the draft estimates for 2017/18 be approved as in Appendix A.
- b) that the proposed fees and charges be approved as set out in Appendix B for 2017/18, with a fundamental review of all charges during the year.
- c) that the level and proposals for the use of reserves for 2017/18 be agreed as set out in section 4 of the report.
- d) that the Medium Term Financial Plan be approved as a guide for future years, as in Appendix C, noting that each year’s budget will be subject to separate approval.

- e) That a precept for 2017/18 is set, taking into account the options set out in section 10 of the report (options reproduced below)

Option 1: increase the precept by £13,909. In total, including the Local Council Tax Support Grant, this would raise £562,700 and provide a deficit budget of £10,000.

Option 2: increase the precept by £23,909. In total, including the Local Council Tax Support Grant, this would raise £572,700 and provide a balanced budget.

Option 3: increase the precept by £33,909. In total, including the Local Council Tax Support Grant, this would raise £582,700 and provide a cushion of an additional £10,000 towards future delegated services.

The current Band 'D' Town Council Charge is £183.22 The three options listed result in the following increases in Council Tax for a Band 'D' Council Tax Payer:-

	<u>Annual</u>	<u>Weekly</u>	<u>Band 'D'</u>
Option 1	£ 4.76	£0.09	2.60%
Option 2	£ 8.18	£0.16	4.46%
Option 3	£11.60	£0.22	6.33%

(The recommendation from the Finance and General Purposes Committee - which could include other options - will be set out in the minutes from the meeting).

(Min No.96)
RECOMMEND:

Market – Adoption of The Food Act 1984
to adopt the provisions of Part III of the Food Act 1984 and to agree to receive a further report with a market rights policy.

(Min No.99)
RECOMMEND:

Review of the Effectiveness of Internal Audit and Appointment of an Internal Auditor for 2017/18
that the existing internal audit arrangements continue for 2017/18.

(Min No.100)
RECOMMEND:

Risk Assessment and Management: Annual review
that the Risk Assessment and Management Strategy Policy Document be approved.

(Min No.101)
RECOMMEND:

Management of 'A' Boards and Sitting Out Licences
that in principle, the Town Council takes responsibility for the management of 'A' boards and sitting out licences, subject to the details being reported to the next Highways Working Group and approved by the full Council.

- d. **Environment and Social Wellbeing (Min No. 49)** **11 January 2017 (copy herewith)**
 RECOMMEND: Including the following recommendations:
“Improving Dorset’s Health Care” NHS Consultation
 that the key issues to be addressed in the Town Council’s response to the NHS Consultation “Improving Dorset’s Healthcare” be approved and the final detailed response be delegated to the Town Clerk, in consultation with a working group of members.
- (Min No.50)** **Open Spaces Working Group – Audit of Play Areas**
 RECOMMEND: 1. that a public consultation exercise be undertaken, to see what people would like to see at all play areas.
 2. that following the consultation, a ten year replacement / maintenance Plan be brought forward, with proposals for all the sites.
- (Min No.51)** **Public Space Protection Orders (Related to Dogs) Consultation**
 RECOMMEND: that the Town Clerk be given delegated authority to make a general response, taking account of the comments (in the minutes) and in consultation with the Chairman of the Committee.
- (Min No.52)** **Public Space Protection Orders (Related to Anti-Social Drinking, Aggressive Begging and Feeding of Gulls) Consultation**
 RECOMMEND: that the Town Clerk be given delegated authority to make a general response, taking account of the comments (in the minutes) and in consultation with the Chairman of the Committee.
7. **ELECTION OF TOWN MAYOR, DEPUTY TOWN MAYOR AND LEADER OF THE COUNCIL 2017/2018**
 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 and the Council will be invited to approve its preferred candidates to go forward for election to the Annual Town Council meeting (Mayor Making).
8. **REPORT BACK FROM OUTSIDE BODIES**
 Any reports from councillors, not already presented at committees.
9. **COMMUNICATIONS** Any communications from the Town Mayor, ENCL: 3170, Leader of the Council and the Town Clerk.

The next meeting of Bridport Town Council will be held on 28 March 2017