



# BRIDPORT TOWN COUNCIL

## ANNUAL REPORT

### 2009-2010



*I am very pleased to present the Town Council's annual report for the year 2009/10. This report highlights the services and projects delivered during the year and also includes a summary of the Town Council's accounts for the financial year.*

*Councillor Geoffrey Ackerman has been elected as Town Mayor and Councillor Dave Rickard as Leader of the Council for the new municipal year, which runs from May 2010 to May 2011. This report on the Town Council's activities covers the previous municipal year 2009/10, when I was honoured to serve as the Town Mayor.*

*Councillor Martin Ray  
Town Mayor and Chairman*

## Report on Town Council Activities 2009-10

**Allotments:** the Town Council has agreed to develop new sites at Priory Gardens and West Allington, which should be available over the next year. New allotments were provided this year as part of the Community Orchard where the community allotments, which are fully accessible, are proving to be very popular.

**Bridport Football Partnership:** the Town Council works with the Partnership in the administration of the bookings for the new changing rooms, used by both Bridport Football Club and local teams.

**Bridport Local Area Partnership:** The Town Council continues to support the Local Area Partnership, which has over 90 members, including community organisations and parish councils. The last year has seen a number of achievements, including establishing the Bridport Area Development Trust and initiating work to look at the feasibility of parish clustering. This has given rise to the development of the Lengthsman project. This will see a new post being established by the Town Council, with funding from the County Council. This post will be able to do many locally important maintenance tasks, both in the town and for parish councils that wish to participate in the scheme.

**CCTV:** the CCTV contract with the Weymouth and Portland Borough Council has been renewed for a further 12 months.

**Cemetery:** the Cemetery continues to be very well used for both people within and outside the parish. A new Cemetery Superintendent, Paul Violet, was appointed this year.

**Communication:** this year newsletters have been issued more regularly and made widely available in the town. The Town Council hosts its own web site and a well used community site. All agendas, reports and minutes for meetings are published on the Town Council's web site.

**Consultation:** the Town Council has responded to a large number of consultation exercises including the Dorset Transport Plan, Planning Obligations, Closure of Bridport Magistrates' Court, Sustainable Communities Act, West Dorset Community Plan, and the Shoreline Management Plan.

**Democracy – Working With Young People:** the Town Council hosted the second Democracy Day event for local young people, as part of national Democracy Week. Students from the Sir John Colfox School took part in a range of activities at the Town Hall. The Mayor also worked with young people from the School on the Rights Respecting project. At the end of the year, the Sir John Colfox School was awarded the Level 1 of the Rights Respecting Schools Award.

**Environment & Social Wellbeing Committee:** the Committee developed the Town Council's Climate Change Strategy, which was subsequently adopted by the Council. The Committee also initiated a project to look into introducing Community Justice Panels in Bridport. This project has the support of West Dorset District Council, the Police and Magna Housing and it is hoped to introduce the panels as a pilot within the next year. The Committee once again promoted energy saving and environmental measures as part of its climate change and energy awareness week in June 2009.

**Finances:** the Best Value, Scrutiny and Town Plan Sub Committee and Finance and General Purposes Committee received reports during the year on the financial management of the Town Council.

**Flaxhayes:** the Town Council is represented on the Steering Group, which is overseeing the scheme to deliver over 50 affordable houses for the town.

**Grants:** grants were awarded to the larger organisations - the Arts Centre, Leisure Centre, Museum and Citizens' Advice Bureau and smaller groups for specific projects. £22,500 was awarded in total in 2009/10.

**Highways And Transportation Sub Committee:** the Sub Committee reviewed the introduction of the town centre traffic measures. These had been introduced by the County Council, following recommendations from the Town Council. The scheme will be fully reviewed when all the changes, including the lay bys, have been introduced. The Park and Ride service during the summer proved a great success and will be repeated this year. This project is delivered in partnership with the District Council.

**Market:** it was another good year with an average of 29 stalls on Wednesdays and 81 on Saturdays. On 8 Saturdays, 100 traders or more attended the market, which is managed by the Town Council. A new reusable market/shops bag was introduced, in partnership with the Chamber of Trade and Commerce. The Town Council also supported the successful Christmas Market and Festival.

**Mountfield / Millennium Green:** the Town Council continues to support the popular gardens, meadow and woodland, all of which are open to the public.

**Olympics 2012:** the Town Council continues to participate in the Bridport 2012 Steering Group, which brings local groups together to act as the central co-ordinating body for activities around the Cultural Olympiad and 2012 games in the town.

**Priory Lane – Community Orchard:** the Town Council took over the lease of the land from the District Council and working with the Bridport Community Orchard Group has supported the development of this project. The Town Council manages the allotments and undertakes maintenance of the Orchard site, which is managed by the Orchard Group themselves. There has been a lot of work by the Group this year, including holding a number of events supported by funding obtained from the BBC Breathing Places.

**Partnership Working:** as well as working closely with all the community groups and representatives in the town, regular meetings are also held with officers from the County Council, District Council, Magna Housing and many other organisations.

**Planning:** the Town Council is a consultee for planning applications. Over the past year, over 180 applications were considered and comments passed to West Dorset District Council. The Plans Committee welcomes comments from members of the public.

**Play Areas:** this year has also seen the achievement of a long held aspiration of the Town Council, to provide a new play area at West Bay. The scheme was designed by young people who have been involved in the Summator Mentoring Programme, supported by the Bridport Young Persons' Action Trust and the Town Council. The project is funded by Bridport Town Council, West Dorset District Council, the Dorset County Council's Playbuilder Programme (funded by the Government), Dorset County Council's Youth Capital Fund and the Bridport Charter Fair. The play area was opened as part of the Mayor's Civic Walkabout in May and has so far proved to be very successful.

**Quality Council:** during the year, the Town Clerk obtained the Certificate in Local Council Administration and is working towards submitting the application for quality status before the summer. The Town Council will also be looking to meet the criteria to make use of the new power of well being, to increase the ability of the Town Council to act to benefit the well being of residents in the town.

**Riverside Gardens:** the Town Council continues to maintain this popular open space.

**Salt House:** the Town Council manages the Salt House at West Bay on a 5 year lease from the District Council. Over the past year, this has once again proven to be a very popular venue, with a large number of bookings.

**Town Hall:** the Town Council has been successful with its second stage bid to the Heritage Lottery Fund to develop its Town Hall Heritage and Conservation project. The project aims to restore this important building and make it fully accessible, with a new ground floor space. This will be the major project for the Town Council over the next year.

**Plottingham Bridge:** the Town Council, with funding from Dorset County Council and West Dorset District Council Section 106 contributions, co-ordinated the work to provide a new bridge. This will now be adopted and maintained by Dorset County Council.

**External Funding:** The Town Council has been successful in obtaining funding from a number of sources, which has enabled it to implement a number of the projects listed in this report.

**Town Hall Toilets:** the Town Council pays the District Council to maintain and keep open the public toilets at the Town Hall. As part of the Town Hall renovation project, the District Council has agreed to provide new replacement town centre toilets.

**Town Plan:** the Bridport and West Bay Town Plan is in its fifth year, with most of the projects now complete. All the projects in the Plan were reviewed prior to setting the budget for 2010/11. It was agreed that a fundamental review of the Plan will take place following the next Town Council elections in 2011.

**West Bay Methodist Chapel:** the Town Council continued to work with the District Council to seek to identify community uses for this building.

**Councillor Martin Ray  
Town Mayor and Chairman  
2009/10**

#### **Leader of the Council**

2009/2010 was a busy and eventful year for the Town Council. The report demonstrates the wide spread of services and projects that are being delivered by the Town Council.

I would like to thank all the staff who have worked exceedingly hard and effectively to deliver the impressive list of achievements outlined in this report.

**Councillor Dave Rickard  
Leader of the Council**

## Bridport Town Council

Bridport Town Council is the parish authority for the town of Bridport. It is the fourth tier of government after Parliament, the County Council and the District Council. Its legal powers are granted to it and regulated by various pieces of Government legislation. The Town Council supplements the provision of local government services in Bridport and provides a range of social and recreational facilities, while promoting and representing the town with other national and statutory bodies.

**The Town Council offices** are at  
Mountfield, Rax Lane, Bridport, Dorset DT6 3JP.  
Tel. no. 01308 456722  
Fax no. 01308 456112  
Email address: enquiries@bridport-tc.gov.uk  
Website: www.bridport-tc.gov.uk

The Council's offices are open Monday to Friday,  
8.30 am–5.00 pm (Friday 4.30 pm).

### Staff

**Town Clerk:** Bob Gillis  
**Town Surveyor:** Daryl Chambers  
**Office Manager:** Paul Fuszard  
**Community Planning Officer:** Tessa Greenaway  
**Administrative Officer:** Linda Bullock  
**Office Staff:** Jill Cox, Steven Yarde  
**Caretaker:** Michael Kellaway  
**Senior Groundsman:** Robert Goodland  
**Groundsman:** Sean Coombs  
**Groundsman and Market Superintendent:** Ray McLaren  
**Cemetery Superintendent:** Paul Violet

### The Town Mayor, the Deputy Mayor, and the Leader

Elections to these positions take place each May at the the Annual Town Council meeting. The Town Mayor for the coming year 2010-11 is Councillor Geoffrey Ackerman, and his deputy is Councillor Mrs Maggie Ray. Councillor Dave Rickard was elected Leader of the Council for 2010-11.

### The Council and its Committees

The full Council oversees all the activities of the Town Council. It appoints three main committees - Plans, Finance & General Purposes and Environment & Social Wellbeing. These are supported by a number of sub-committees and working groups.

The Town Council meets six times a year at 7.00 pm on a Tuesday. The Plans Committee meets monthly on Mondays. The Finance and General Purposes and Environment and Social Wellbeing committees meet on Wednesdays, four or five times a year. The sub-committees meet quarterly.

Agendas are normally issued seven clear days before the meetings and are posted on public notice boards throughout the town and on the council's website. The

press and public are welcome to attend all committee, sub committee and full Council meetings and the public may put questions or make statements on any matter in a 30 minute public period at the beginning of each of these meetings. Members of the public and press are only asked to depart if there are any confidential items on the agenda and this is normally dealt with as the last business of the meeting.

The minutes are available within ten working days following the meeting. They are available at the library, at the Council offices at Mountfield and on the Town Council website.

### Town Councillors

Bridport's eighteen town councillors represent the two wards in the town. They are elected every four years. The next election will be held in May 2011. The town councillors for each ward are as follows:

#### South Ward

G.J. Ackerman 31, Crock Lane, DT6 4DF  
tel: 01308 458098  
P.J. Colfox 1, Mill Lane, Symondsburry DT6 6HQ  
tel:07918 188497  
K.A. Day Delapre Lodge, St Andrews Road DT6 3BG  
tel:01308 425465  
J.D. Hunt 8, Meadow Court, Folly Mill Lane DT6 3UW  
tel:01308 422719  
D.G. Rickard Rydens, Westown, Bothenhampton DT6 4BQ tel:01308 420908  
D.R. Tett 1, De Legh Grove, West Allington, DT6 5QY  
tel:01308 425070  
K.G. Wallace The George, 43 Main St, Bothenhampton DT6 4BJ tel:01308 456454  
C.D. Wild Flat 3, Montrose, 91, Crock Lane DT6 4DH  
tel:01308 420808  
Ms S.J. Williams 88A, South Street DT6 3NW  
tel:01308 459433

#### North Ward

Miss S.A. Brown 67, North Allington DT6 5DZ  
tel:01308 423078  
N.K. Cast 217, St Andrews Road DT6 3BT  
tel:01308 456861  
Ms R.C. Kayes Honeylands, Long Bredy DT2 9JB  
tel:01308 482276  
P.J. Lathey 83 Orchard Crescent DT6 5HA  
tel:01308 456776  
Ms F.K. McKenzie 204, Orchard Avenue DT6 5RL  
tel:01308 425068  
M.P. Parsons 3, Sparacre Gardens DT6 3NB  
tel:01308 456697  
C.M. Ray 9, St Andrews Road DT6 3BG  
tel:01308 459095  
Mrs M.J. Ray 9, St Andrews Road DT6 3BG  
tel:01308 459095  
R.J. Stoodley Rogers Cottage, 88 St Andrews Road DT6 3BL tel:01308 456797

**BALANCE SHEET AS AT 31 MARCH 2010****CURRENT ASSETS**

Payments in advance	7,818
Debtors	96,941
Treasury/Money Market Deposits	200,573
Cash at bank	509,113
Cash in hand	<u>29</u>
<b>TOTAL ASSETS</b>	<b>814,474</b>

**CURRENT LIABILITIES**

Creditors	<u>92,313</u>
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<b>NET ASSETS</b>	<b><u>722,161</u></b>
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## REPRESENTED BY

Capital Reserve at 1 April 2009	15,300
Net movement during the year	<u>-</u>
Capital Reserve as at 31 March 2010	15,300

General Reserve at 1 April 2009	204,396
Net surplus for the year	<u>63,808</u>
General Reserve as at 31 March 2010	268,204

Earmarked Reserve at 1 April 2009	450,675
Contribution to Reserves	21,657
Earmarked funds expended	<u>(33,675)</u>
Earmarked Reserve at 31 March 2010	<u>438,657</u>

<b>TOTAL RESERVES</b>	<b><u>722,161</u></b>
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**INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31 MARCH 2010****INCOME**

Precept	383,082
Interest	1,829
Allotments	6,612
Cemetery	19,750
Civic	-
Frontages	375
Market	93,516
Amenity Areas/Playing Fields	131,139
Mountfield	44,373
Salt House	6,060
Town Hall	<u>22,771</u>
	<b><u>709,507</u></b>

**EXPENDITURE**

Administration	206,707
Office Expenses	13,726
Mountfield	25,418
Salt House	5,230
Town Hall	56,809
Cemetery	29,131
Civic	5,149
Members' Allowances	7,397
Market	36,761
Other Services	50,766
Section 137	1,700
Amenity Areas and Playing Fields	<u>206,905</u>
	<b><u>645,699</u></b>

<b>NET SURPLUS FOR THE YEAR</b>	<b><u>63,808</u></b>
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The above statement represents fairly the financial position of Bridport Town Council as at 31 March 2010 and reflects its income and expenditure during the year.