



# BRIDPORT TOWN COUNCIL

## ANNUAL REPORT 2012-2013



*I am very pleased to present the Town Council's annual report for the year 2012/13. Councillor Maggie Ray has been elected as Town Mayor and Councillor Sarah Williams as Leader of the Council for the new municipal year, which runs from May 2013 to May 2014. This report covers the previous year, when I was honoured to serve as the Town Mayor.*

*Councillor Dave Rickard  
Town Mayor and Chairman 2012/13*

## Report on Town Council Activities 2012-13

**Allotments:** The Town Council continues to provide a number of allotment sites in the area, including recently provided sites at Priory Gardens and West Allington.

**Asker Meadows:** This year has seen a major scheme delivered for this popular open space, making it fully accessible and introducing new paths, fencing and a bridge over to the New Zealand site. The Town Council was fortunate that this project could be delivered this year, thanks to the support of a number of partners, particularly Dorset County Council and West Dorset District Council. The next step is to establish a Steering Group to manage the site. (The Group was established in June).

**Borough Gardens:** The Town Council owns the Gardens and during the year it supported the establishment of a new community group to redesign and improve them, to attract wildlife and to allow them to be enjoyed by the public. (By June, the Group had undertaken a lot of this work).

**Bridport Local Area Partnership (BLAP):** BLAP has over 100 members (community groups, individuals, the Town Council and local parish councils). BLAP influences decisions taken in the area and helps communities take action on local issues. The last year has seen BLAP commence its review of the community space needs survey, agree its updated action plan and begin the co-ordination of a project to assess the support for an area wide neighbourhood plan. The Town Council, along with the District Council, funds the BLAP Co-ordinator's post.

**Community Justice Panels:** The Town Council continued to work with Bridport Police, Magna Housing, Raglan Housing and West Dorset District Council on the establishment of community justice panels in the Bridport area. The pilot project continues to hear cases facilitated by local volunteers, to bring the offender together with their victim, to recognise the harm that they have caused and to agree to undertake agreed reparations. The Steering Group has just agreed to continue the successful pilot and has met with Martyn Underhill, the new Police and Crime Commissioner and Oliver Letwin, MP to discuss the future options for the scheme.

**Democracy-Working with Young People:** Thanks to the support of Colfox School, local primary schools and the Youth Centre, a new Bridport Area Youth Council has been established. This will enable the views of young people to inform project development in the area. There

was also a very good response from young people during consultation on the Town Plan.

The **Environment and Social Wellbeing Committee** considered a number of issues during the past year. This included the environmental audit of the Town Council's buildings and a number of health provision matters.

**Events:** The Town Council was represented at the Charter Fair, Food Festival, Melplash Show and the Spirit of Bridport community event, as well as providing support for the Christmas Festival. The Town Council provided flags and bunting for the town centre during the summer to mark the Queen's Diamond Jubilee and organised the welcome for the Olympic Torch.

**Grants:** the Town Council continued to support the larger organisations - Arts Centre, Leisure Centre, Museum and Citizens' Advice Bureau - and it was also able to help smaller groups. In total £24,875 was awarded in 2012/13.

The **Highways and Transportation Sub Committee** progressed a number of new schemes where waiting restrictions had been requested. The Sub Committee also received reports on local bus services. The Town Council, in partnership with West Dorset District Council, operated the West Bay/Bridport Park and Ride Scheme again, during the summer holidays.

**Land Transfers:** The Town Council is currently working on a number of land transfers from West Dorset District Council, including: Land at Bridport Football Club, additional land at Asker Meadows/New Zealand, the Fisherman's Green former public toilets and Salt House, land at Flaxhayes and at St Cecilia's.

**Lengthsman:** The work of the Lengthsman includes gully clearing, repairing notice boards, removing fly posting, grass cutting, removal of weeds and repairing benches throughout the town. As well as working in the town, work is also undertaken on behalf of Bothenhampton & Walditch, Symondsburry and Bradpole parish councils. The Town Council was informed that the funding from Dorset County Council for the scheme was to be reduced for 2013/14 and to cease the following year. However, the Town Council, with the support of the participating parish councils, has taken the decision to continue with the scheme and to consider options to retain it for future years.

**Market:** Even with the very difficult weather conditions of the past year, the market continued to do well in 2012/13, with an average of 27 stalls on Wednesdays and 76 on Saturdays. On 10 Saturdays, 100 traders or more attended the market. The Town Council continues to work with the National Market Traders' Federation, to consider ways to promote and support the market, particularly on a Wednesday.

**Millennium Green:** As part of its management agreement with the Millennium Green Trust, the Town Council continues to support the popular gardens, meadow and woodland, all of which are open to the public. The Town Council is supporting the Trust's scheme for a northern entrance on to Coneygar Hill and has also undertaken work to improve the paths and access around the grounds.

The **Bridport Community Orchard Group** manages the Orchard site. The Apple Day and Wassailing events are now well established and very popular annual events. In addition, the Orchard Group is now managing the open space at the top of Park Road.

**Planning:** The Town Council is a consultee for planning applications. Over the past year, almost 150 applications were considered and comments passed to West Dorset District Council. The Town Council also made a detailed response on the West Dorset draft Local Plan.

**Play Areas:** The West Bay Play Area continued to be very popular and new equipment has been installed in St Mary's, with support from the local Community First Panel. The Town Council hopes to be in a position this year to deliver the new multi use games arena, next to Bridport Football Club, subject to receiving sufficient funding support. Further funding applications are being submitted. Work has commenced on looking at the options for the Skate Park and a Steering Group comprising young people and users of the skate park is looking to redesign the area, to enable it to be enjoyed by as many people as possible.

**Spirit of Bridport:** The Town Council provided support for the main Spirit of Bridport Festival last summer and is also acting as the accountable body for the Chalk and Cheese funding, to support the project. This funding included support for two of the major events of the summer – the Bridport Heritage Forum's sporting exhibition in the Town Hall "Roping Everyone In" and the "Home in Bridport" project. The Town Council also worked with Spirit on the planning for a celebration to mark the progress of the Olympic torch through the town, in July.

**Town Hall:** Following the refurbishment work, as part of the Heritage Lottery Funded project, the Town Hall is now open six days a week and for the first time, is fully accessible. The District Council's Tourist Information Centre is also operating successfully from the building. The final part of the overall project has seen the opening of the new town centre toilets in South Street

Car Park. This part of the project was managed by the Town Council on behalf of West Dorset District Council, who provided the funding for the new toilets.

**Street Lighting:** The Town Council has continued to look to ensure that the replacement street lighting in the town centre is in keeping with the street scene and conservation area and to avoid a large number of additional columns in the town centre. This work has been progressed during the year and a report was to come back to Council, to consider whether to go ahead with the funding for heritage lighting. (This was subsequently approved).

**West Bay Buildings:** The Town Council has supported the work of the Bridport Area Development Trust in taking ownership of the Methodist Chapel, to look to provide an interpretation/visitor attraction, or similar use. The Town Council has developed its plans for a water sport facility in the former public toilets building on Fisherman's Green. Planning permission has now been obtained for this development and it is hoped that the conversion work will commence later this year, to allow the facility to be used by local groups.

**Conclusion:** this report I hope shows the range of services and projects delivered by the Town Council. I would like to conclude by thanking all the Town Council staff for all their work over the year. I would also like to say what an honour it has been to serve as Town Mayor for the past two years and to attend the many events held in the town, represent the town throughout the region and also welcome visitors to Bridport.

**Councillor Dave Rickard  
Town Mayor and  
Chairman of the Council 2012/13**

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

The Town Council has worked to deliver a large number of projects for Bridport and West Bay, in addition to our services. The projects are set out and prioritised in our Town Plan, which is drawn up after consultation. During the year, we have focused on consultation with young people, who were keen to set up a Youth Council. Thanks to the support of the Sir John Colfox School, primary schools in the area, the Youth Centre and David Powell, it is pleasing that we were able to make such good progress.

We were fortunate that some projects could be delivered, that we did not anticipate coming to fruition so quickly, such as Asker Meadows. This project shows the value of partnership working, being delivered thanks to the support of the County and District Councils and other agencies. It was also pleasing that, in an important year for the town, we were able to provide the flags and bunting for the Queen's Diamond Jubilee and organise the welcome of the Olympic Torch.

I would like to thank all councillors for their support and the Town Council staff for all their hard work.

**Councillor Martin Ray  
Leader of the Council 2012/13**

## 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 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  
**Finance & Office Manager:** Paul Fuszard  
**Community Planning Officer:** Tessa Greenaway  
**Administrative Officer:** Linda Bullock  
**Office Staff:** Jill Cox, Steven Yarde  
**Senior Groundsman:** Robert Goodland  
**Groundsman:** Sean Coombs  
**Groundsman/Market Superintendent:** Ray McLaren  
**Cemetery Superintendent:** Paul Violet  
**Lengthsman:** Kevin Eden

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

Elections to these positions take place each May at the Annual Town Council meeting. The Town Mayor for the coming year 2013-14 is Councillor Maggie Ray, and her deputy is Councillor Sandra Brown. Councillor Sarah Williams is Leader of the Council for 2013-14.

### 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 forum at the beginning of each of these meetings.

The minutes should be 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.

Information on all the Town Council's services, meetings and projects is available at [www.bridport-tc.gov.uk](http://www.bridport-tc.gov.uk).

### Town Councillors

Bridport's eighteen town councillors represent the two wards in the town. They are elected every four years. Elections were held in May 2011 and the next elections will take place in May 2015. The town councillors for each ward are as follows:

#### South Ward

G.J. Ackerman 31, Crock Lane, DT6 4DF  
tel: 01308 458098  
Miss S.A. Brown 67, North Allington DT6 5DZ  
tel:01308 423078  
E.T. Colfox North End Farm, North Chideock DT6 6JY  
tel:07768 646434  
D.G. Rickard Rydens, Westown, Bothenhampton DT6 4BQ tel:01308 420908  
Ms G.E. Summers 31, Victoria Grove DT6 3AD  
tel: 01308 421966  
D.R. Tett Beech House, 1, De Legh Grove, West Allington, DT6 5QY tel:01308 425070  
Ms A-M.Vincent 96, South Street DT6 3NW  
tel: 01308 459308  
K.G. Wallace The George, 43 Main St, Bothenhampton DT6 4BJ tel:01308 456454  
Ms S.J. Williams 88A, South Street DT6 3NW  
tel:01308 459433

#### North Ward

P.J. Colfox 1, Mill Lane, Symondsburry DT6 6HQ  
tel:07918 188497  
Ms L.L. Glover 8, St. Swithins Avenue DT6 5DN  
tel:01308 427091  
Ms R.C. Kayes 4, Gore Terrace, Bradpole DT6 3JD  
tel:01308 427902  
P.J. Lathey 83 Orchard Crescent DT6 5HA  
tel:01308 456776  
Ms G.E. Massey The Retreat, 15 Rax Lane DT6 3JW  
tel:01308 423817  
J.T. May 3, The Sidings, St. Andrews Road DT6 3BN ,  
tel: 07748 682810  
C.O. Michell 8, The Buildings Symondsburry DT6 6HD  
tel:01308 423833  
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

**BALANCE SHEET AS AT 31 MARCH 2013****INCOME AND EXPENDITURE ACCOUNT  
FOR THE YEAR ENDED 31 MARCH 2013****CURRENT ASSETS**

	£
Payments in advance	6,813
Debtors	28,412
Money Market Deposit	202,096
Cash at bank	259,074
Cash in hand	<u>45</u>
<b>TOTAL ASSETS</b>	<b><u>496,440</u></b>

**CURRENT LIABILITIES**

Creditors	<u>38,192</u>
<b>NET ASSETS</b>	<b><u>458,248</u></b>

**REPRESENTED BY**

Capital Reserve at 1 April 2012	15,300
Net movement during the year	<u>(15,300)</u>
Capital Reserve at 31 March 2013	–
General Reserve at 1 April 2012	319,812
Net surplus for the year	<u>46,784</u>
General Reserve at 31 March 2013	366,596
Earmarked Reserve at 1 April 2012	(2,869)
Contribution to Reserves	35,328
Town Hall capital grants received	240,717
Earmarked funds expended	<u>(181,524)</u>
Earmarked Reserve 31 March 2013	<u>91,652</u>
<b>TOTAL RESERVES</b>	<b><u>458,248</u></b>

	£
Precept	445,517
Interest	599
Allotments	3,379
Cemetery	22,037
Civic	1,348
Frontages	390
Market	84,997
Amenity Areas/Playing Fields	11,727
Mountfield	55,840
Salt House	3,209
Town Hall	29,711
Parish Clustering	16,000
Community Initiatives	420
Donated Seats and Trees	429
Park and Ride	4,500
CCTV	16,837
Salary contributions	<u>30,899</u>
	727,839
<b>EXPENDITURE</b>	
Administration	205,533
Office Expenses	9,937
Mountfield	34,446
Salt House	4,866
Town Hall	39,703
Cemetery	32,914
Civic	7,962
Members' Allowances	10,994
Market	33,819
Other Services	149,252
Parish Clustering	27,787
Amenity Areas & Playing Fields	123,842
	<u>681,055</u>
<b>NET SURPLUS FOR THE YEAR</b>	<b><u>46,784</u></b>

The above statement represents fairly the financial position of Bridport Town Council as at 31 March 2013 and reflects its income and expenditure during the year.